PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	16/2/22	Prepared by	T.D.Nfeeing	Serial no.	2044
Supplier name	Mohan Ram.			HO inward no.	
Firm/Company	MMRKLLP	Project	GHT	HO received date	
PO/WO date	29/1/22	PO/WO No.	84406	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	048	16/2/22	1,68,504-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,68,504-00
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report ☑ Installation report	
MRN nos.: —	Proof of delivery matches MRN □ Yes □ No
Amount B –Other Credits : Transportation charges	—
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	1,68,504-00
Amount E – PO / WO value:	1,67,265-00
Amount F – Difference (A – E):	1,239-00
Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Part received
Close PO / WO	☑ Yes □ No – wait for balance material □ Other
Payment – due date	21/2/22
Remarks: Installation report is attached.	

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	T.D.Nfeeing				
Sign:	[signature]				
Date	16/2/22	16 FEB 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
MINISH PARIKH
MANAGER PROCUREMENT

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

TAX INVOICE Cell : 8125765219, 7075802950

M/s. LEELA STEEL RAILING & FURNITURE

Mfg: All Kinds of Stainless steel, Railings steel Furniture, Kitchen Trolleys 202,304 & All Interior, Decorative Items

Main Office : 1-2-3-5/1, Indiranagar Colony, Venkateshwara Temple Road, Beside Kattalamandi, Uppal, Hyderabad.
Branch Office : Ramppally Chowrasta, Ghatkesar Road, Hyderabad.

Buyer : M/s.: Mehta & Modi Realty Kowkur LLP	Invoice No. 048	Date : 16/2/22
	Delivery Note :	Made of Payment :
	Buyers Order No. : 84406	Date : 29/1/22
GST No. : 36ABLFM7631F1Z3	Despatched Through:	Destination :

Sl. No.	Description of Goods	HSN Code	Qty	Rate	Amount Rs. Ps.
1.	SS Railing		408	350	1,42,800-00

SUMMIT SALES LLP R.R. DIST. IN WARD No: 91133 Date: 16/2 Sign:

GST No. : 36CRBPB0826R1ZO	Gross Value		1,42,800-00
Rupees in words: One lakh Sixty eight thousand five hundred and four only	Add CGST	9 %	12,852-00
	Add SGST	9 %	12,852-00
	Add IGST	%	—
	GRAND TOTAL		1,68,504-00

Terms & Conditions

1. Our risk and responsibilty ceases on delivery of goods and we are not respondible for damages, shortages or theft in transist.
2. 27% Intrest will be charged on bills remaining unpaid after due date
3. Payments within...days.

For LEELA STEEL RAILING & FURNITURE

Proprietor

INSTALLATION REPORT

Company/ firm:	mmAK LLP	Requisition nos.:	140997
Project:	GHT	PO no.:	84406
Supplier:	LEELA STEEL Railing & furniture	Material type:	SS Railing

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	17/2/2022		SS RAILING	136 x 3	408 sft
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
				Total:	408

Remarks: CLUB HOUSE INSIDE SS RAILING fixing work completed

Approved by	Project manager	Security	Admin (Audit)
	[signature]	[signature]	

Note: 1. Report to be sent on completion of work. 2. For partial completion report must be sent once a month. 3. This report is required for installation of windows, french windows, balcony/ staircase railing, fire doors and such materials where PO for material + labour is issued. Exclude false ceiling, painting, water proofing where 'Advice for giving credit to contractor supplier form' is being set to E&D. 4. One or more reports can be made per PO. Avoid multiple Pos in one report. 5. Provide report on defaults, poor quality, missing items, etc. 6. Reports to be provided regularly. However must be provided within one working day of request from purchase.

APPROVED BY
15 FEB 2022
A. SURESH
PROJECT MANAGER

Purchase Order

 29-01-2022 11:03:07

84406
08.01.22 11:42:54

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-5C
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Leela Steel Railing & Furniture	**Doc No**	84406	140997
Main office: 1-2-3-5/1, India Nagar Colony, Venkateshwara Temple Road, Beside Kattalmandi, Uppal, Hyderabad.	**Doc Date**	29-01-2022	
	Quote No	Nil	
GSTIN 36CRBPB0826R1ZO	**Quote Date**	23-12-2021	
8125765219/7075802950	**SupplyType**	Supply And Installation	

Kind Attn : Mr. Mohan Ram

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6039 - Miscellaneous - SS Railing - NA - rft *3' - in sft*	405.00	350.00	0.00	18.00	167,265.00
					Total Order Value . . .	**167,265.00**

Rupees : One Lakh(s) Sixty Seven Thousand Two Hundred Sixty Five Only.

Terms and Conditions :-

Specification / Brand	Quality & Specifications of works shall be as per given in the quotation. SS Pipe - Jindal make & Glass - Saint Gobain/Modi Guard.Prices shall remain fixed(Subject to change in GST) for a period of 6months.
Payment Terms	10% as advance & balance on delivery of material and receipt of invoice. Advance paid to be proportionately deducted.
Tax	All taxes included in above price.
Delivery Date	Within 3days
Delivery Location	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
Penality For Delay	Bill must be submitted to H.O. within 30days of completion of work. 10% plty on value of order will be deducted for delay in submission of bill.
Transportation Cost	Included in the above price.
Warranty	5years replacement guarantee on all hardware installed. Hardware material should be branded.
Advance Paid	Rs. 16,727/- to be pay vide cheque no. dt.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Breakage if any in your a/c. Above order for Club House purpose. Fttg charges including in above price.
Completion Date	Work shall be completed within 4days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per actual measurement of material received at site.
Security	Supplier shall be responsible for security and storage of material at site.
Remarks	'Original invoice + copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.'

APPROVED BY
31 JAN 2022
SOHAM MODI
MANAGING DIRECTOR

For *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

29/01/2022

Name : ____________________

Name : ____________________

Accepted the above Terms And Conditions

For *Leela Steel Railing & Furniture*

Date : __/__/____

Requisition Form - SS Railing									
Company		MMR KOWKUR LLP		Site & Phase	GHT				
Req. no.		140997		Req. Date	07 January 2022				
Material required before		10 January 2022		ID no.	72729				
Prepared by:		A Suresh		Approved by (sign):					
Flat / Block no:		Club house							
Name of the supplier		SSLLP							
Required for		3	Floor						
S No.	Item Description	Units	Qty required per villa	No of flats	Quantity required	Qty Available at site	Balance Qty to be ordered	Inward No	Date
1	SS Railing work	Rft	45.0	3	135.0	-	135.0		
2							-		
					135.0		135.0		
							-		
							-		

84406

For MDs APPROVAL

- ☑ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification.
- ☐ Replenishing SSLLP stock
- ☐ Other

T.D
11/1/22

APPROVED BY
12 JAN 2022
SOHAM MODI
MANAGING DIRECTOR