

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	08/03/2022	Prepared by	MINISH.	Serial no.	- 6-2655
Supplier name	Elegant Enterprises.			HO inward no	
Firm/Company	Modi Realty Mallepur LLP.	Project	GMR.	HO received date	
PO/WO date	21/02/2022	PO/WO No.	8550.	Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	0554	23/02/2022	16,496/r	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Amount A - Bills total (Excluding Transport & Hamali Charges):			16,496/r		
Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report					
MRN nos:	10451	Proof of delivery matches MRN		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Amount B - Other Credits : Transportation charges					
Amount C - Other Debits :					
Amount D (D=A+B-C) - Amount to be credited to the supplier:			16,496/r		
Amount E - PO / WO value:			17,656/r		
Amount F - Difference (A - E):			1,160/r		
Quantity received as per PO / WO		<input type="checkbox"/> Yes <input type="checkbox"/> Excess received <input checked="" type="checkbox"/> Short received <input type="checkbox"/> Part received			
Close PO / WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No - wait for balance material <input type="checkbox"/> Other			
Payment - due date		14/03/2022.			
Remarks: PO to close.					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:					
Sign:					
Date		08 MAR 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

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.

Purchase Order

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21-02-2022 15:36:21



14.02.22 2:32:34

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details

Elegant Enterprises
5-4-187/7/3, Karbala Maidan, M.G.Road, Secunderbad-500003.

GSTIN 36AJBPK0412E1ZY

66385358

9985113450/9885073880

Doc No	85750	192839
Doc Date	21-02-2022	
Quote No	NIL	
Quote Date	14-02-2022	
SupplyType	Supply	

Kind Attn : Mr.Gaurang Kadakia/Mahesh Kadakia

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6024 - Miscellaneous - GI -Wire - other - kgs 8 gauge Copper Wire	17.50	855.00	0.00	18.00	17,655.75
Total Order Value . . .					17,655.75

Rupees : Seventeen Thousand Six Hundred Fifty Five and Paise Seventy Five Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	Against Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _____, Admin 9502211011
Penalty For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Above order is for A blovk service lift electrical panel room to service lift 5th floor wiring work purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Original invoice + Copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.

For **Modi Reality Mallapur LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name : _____

Date : ___/___/___

Requisition Form

Company Name:	MRMLLP	Date:	14-02-2022
Site & Phase :	GMR	Time:	12:10
Supplier		Req. No.	192839
Material required before date:	Urgent	ID No.	73861

No	Description	Size	Quantity	Units	Inward No	Date
1.	8 guage copper wire	-	140	Mts		
2.						
3.						
4.						
5.		85750				
6.						
7.						
8.	Note:- as schindler lift person requesting for use Copper wire.					
9.						
10.						

Remarks: For A-Block service lift electrical panel room to Service lift 5th floor wiring work purpose .

Prepared By	Rahul.T	Approved by	Ram Prasad
Sign. & Date	14-02-2022	Sign. & Date	14-02-2022

APPROVED
 15 FEB 2022
 P. PRABHAKAR
 Sr. MANAGER PURCHASE

T. Prasad

[Signature]
 15 FEB 2022

[Signature]

MANAGER

