PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	15/03/22	Prepared by	Vanajakshi	Serial no.	2189
Supplier name	mr. mangilal			HO inward no.	
Firm/Company	modi Reality mithapusuda	Project	AGH	HO received date	
PO/WO date	23/12/21	PO/WO No.	83829	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	161	15/03/22	267860	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.			/	☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	267860
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:	267860
Amount E – PO / WO value:	312,504.54
Amount F – Difference (A – E):	44,645/-
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	21/03/22
Remarks:	Installation Report is attached, Po closed for balance 108 RFT of SSLP.

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	[signature]	16 MAR 2022			
Date	15/03/22				
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.

TAX INVOICE

Cell : 8125244729,7893726640.

M/s. MAHADEV STEEL

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

 # Main Office : 13, Vashant Nagar,High Tension Road, Kapra, Hyderabad.-500 062.

Buyer : M/s.: Modi Realty (Miryagudkhy)	Invoice No. 161	Date : 15/03/22
	Delivery Note :	Made of Payment :
	Buyers Order No. : 83829	Date : 23/12/21
GST No. : 36CLQPB2383E1Z4	Despatched Through:	Destination :

Sl. No.	Description of Goods	HSN Code	Qty	Rate	Amount Rs. Ps.
1	SS Railing work V.L.NO 14, 20, 44, 55 53, 71, 1, 18, 26, 68 69, 81, 82, 85 & 70		648 RH	350.31	227000/-

SUMMIT SALES LLP INWARD No: 92286 Date: 15/3 Sign: ... DIST.

GST No. : 36CLQPB2383E1Z4	Gross Value		227000/-
Rupees in words: Two Lakh Sixty Seven thousand Eight Hundred & Sixty only	Add CGST	9 %	20430/-
	Add SGST	9 %	20430/-
	Add IGST	%	—
	GRAND TOTAL		267860/-

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 MAHADEV STEEL

मांगीलाल

Proprietor

Internal memo no. 903/35/A
Annexure -A
INSTALLATION REPORT

Company/ firm:	MRM LLP.	Requisition nos.:	165546.
Project:	AGH.	PO no.:	83829.
Supplier:	Mangilal.	Material type:	S.S. Railing Work.

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1	0/03/22	14	S.S. Railing.	3' hight	27 RH.
2	02/03/22	20	"	"	27 RH
3	03/03/22	44	"	"	27 RH
4	04/03/22	50	"	"	27 RH
5	05/03/22	53 & 71	"	"	54 RH
				Total:	162 RH.

Remarks: S.S Railing fixing work Completed for these villa. each villa 27 RH. for 2BHK-villa.

Approved by	Project manager	Security	Admin (Audit)
	[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 sent to purchase@modiproperties.com regularly. However, report must be provided within one working day of request from purchase. 7. Maintain signed original at site.

Internal memo no. 903/35/A
Annexure -A
INSTALLATION REPORT

Company/ firm:	MRM LLP	Requisition nos.:	165546.
Project:	A.G.H.	PO no.:	83829.
Supplier:	Mangilal.	Material type:	S.S. Railing Work.

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1	06/03/22	01 & 18	S.S. Railing	3' hight	108 RFt
2	07/03/22	26 & 68	"	"	108 RFt
3	08/03/22	69 & 81	"	"	108 RFt
4	09/03/22	82 & 85	"	"	108 RFt
5	10/03/22	70.	"	"	54 RFt
				Total:	486 RFt

Remarks: SS. Railing fixing work Completed for these villa
each villa - 54 RFt for - 3BH villa.

Approved by	Project manager	Security	Admin (Audit)
	[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 sent to purchase@modiproperties.com regularly. However, report must be provided within one working day of request from purchase. 7. Maintain signed original at site.

B?in

Nil

Form for closure of purchase order

Data required from site/engineers:			
PO no.:	83829.	PO date:	23/11/21
Req. no.:	16554 6.	Req. date:	24/11/19
Material received	□ Part □ Full	MRN nos.:	—
If material partially delivered then can balance material be ordered by new requisition/PO	□ No further material required and PO can be closed. □ No material cannot be ordered by new PO. □ PO can be closed and balance material can be ordered by new requisition.	Can PO be closed?	□ Yes □ No
Remarks by engineer:	This PO is Work order.		

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.

Prepared by	Sign	Date	Project manager	Sign	Date
Zakir	Zak		Zakir	Zak	04/03/22

Data required from accounts:	
Are any bills received wrt to this PO.	□ Yes for full PO □ Yes for part of PO ☑ No.
Scan ID nos. of advice for credit to supplier	
Remarks by Accountants: Bill Not Received	

Notes: 1. Accountants to attach hard copy of purchase voucher.

Prepared by	Sign	Date	Accounts manager (approval required for PO more than 10k)	Sign	Date
S. Sridhar	Sridhar	4/3/22			

Action taken by purchase:	
Status of PO	□ PO closed and email sent to supplier. □ PO open material awaited.
Status of proof of delivery:	□ Proof of delivery received. □ Proof of delivery not available with site or purchase.
Original barcoded PO available	□ Yes □ No – certified copy received from accounts.
Original bill available	□ Yes □ No – certified copy obtained from supplier.
Supplier's ledger available	□ Yes □ No
Advice for credit to supplier	□ Prepared for entire PO □ Part of PO and PO closed. □ Prepared for part of PO and balance material awaited.
Remarks by purchase:	

Prepared by	Sign	Date	Purchase manager	Sign	Date

Notes: 1. Purchase to attach hard copies of 'advice for credit to supplier'. 2. In case advice for payment to supplier cannot be prepared (material not delivered or other reasons) attach this note to original PO, original requisition, original bill and proof of delivery and send to MD.

Work in Progress.

APPROVED BY
05 MAR 2022
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

Page(s) 1 Of 1   23-12-2021 14:30:50

83829

5:35:00

From Company : **Modi Realty (Miryalguda) LLP**
5-4-187/3&4,II nd Floor, M.G.Road, Secunderabad-500 003.
G S T No. : 36ABCFM6774G2ZZ

Supplier Details			
Mr. Mangilal	**Doc No**	83829	165546
Shop no. 5-46/3/G1/G2, Srivani Apartments, Beside Saibaba Temple, Dammaiguda Main Road, Hyderabad - 83	**Doc Date**	23-12-2021	
	Quote No	Nil	
GSTIN 36CLQPB2383E1Z4	**Quote Date**	24-11-2019	
7893726640	**SupplyType**	Supply And Installation	

Kind Attn : Mr. Mangilal

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6039 - Miscellaneous - SS Railing - NA - rft *Staircase*	756.00	350.31	0.00	18.00	312,504.54
					Total Order Value . . .	**312,504.54**

Rupees : Three Lakh(s) Twelve Thousand Five Hundred Four and Paise Fifty Four Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 'Jindal' brand. 202 grade, 50mm x 1.5mm thick, 44' length.
Payment Terms	40% as advance & balance 60% on delivery of all materials and completion of work.
Tax	All taxes included in above price.
Delivery Date	Within 4 days
Delivery Location	AVR Gulmohar Homes Sy no-786, Miryalguda, Nalgonda Dist. Phone. 9550139944
Penality For Delay	Nil
Transportation Cost	Included in above price.
Warranty	Nil
Advance Paid	Rs. 1,25,002/- to be pay vide cheque no. , dtd.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Villa no. 14,20,44,50,53,71,01,26,85,89,43,18,68,69,70,81 & 82 purpose. Above rates are inclusive of all.
Completion Date	Work shall be completed within 6 working days from the date of the work order.
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 invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.'

material not received

Books of accounts verified and no bills wrt this PO were received by accounts
Name: S. Sridhar
Sign: Sridhar
Date: 28/02/2022

Bill Not Received

For *Modi Realty (Miryalguda) LLP*
Authorised Signatory

Name : 23/12/2021

Accepted the above Terms And Conditions
For *Mr. Mangilal*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Modi Realty Miryalaguda LLP	Date:	14-12-2021
Site & Phase:	AVR Gulmohar Homes	Time:	12.30
Supplier:		Req. No.	165546
	Urgent	ID No.	72091.

No	Description	Size	Quantity	Units	Inward No	Date
1.	SS Railing	Standard	756	Rft		
2						
3						
4						
5						
6	83829					
7						

Remarks: Above material required for villa staircase railing purpose of villa no
2BHK- 14,20,44,50,53,71 and 3BHK- 01,26,85,89,43,18,68,69,70,81 and 82
As per approval - 2BHK- 27 RFT and 3BHK-54 RFT

Prepared By	Zakir	Approved by	APPROVED BY
Sign.& Date	14-12-2021	Sign. & Date	20 DEC 2021
			SOHAM MODI MANAGING DIRECTOR

For MDs APPROVAL

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

T.D. Nainy

APPROVED BY
23 DEC 2021
SOHAM MODI
MANAGING DIRECTOR