PURCHASE DIVISION

Advice for approval for credit to supplier

(E)

Date:	16/4/22	Prepared by	Monika	Serial no.	3182
Supplier name	Elegant Enterprises			HO inward no.	
Firm/Company	NG	Project	NG	HO received date	
PO/WO date	8/3/22	PO/WO No.	86206	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	EE2122-0575	18/3/22	6,136/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	6,136/-

Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.:	104950	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:	6,136/-
Amount E – PO / WO value:	6,136/-
Amount F – Difference (A – E).	–
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	25/4/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Monika				
Sign:	Monika				
Date	16/4/22				
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.

GSTIN: 36AJBPK0412E1ZY	☐ Orignal for Receipient	☑ Duplicate for Supplier / Transporter	☐ Triplicate for Supplier	GST INVOICE CASH | CREDIT

Elegant Enterprises

5-4-187/7/3, Karbala Maidan, M. G. Road, Secunderabad-500003
Phone: 040- 6638-5358, E-mail address: eleganthyd@hotmail.com

Preventers I Annunciators I Switchgears I Starters I Wires & Cables I Capacitors I Panel & Cable Accessories I Oil Seals
Step Down Transfromers I L.E.D Lights I Earthing Equipments I Carbon Brushes I PVC Insulation Tapes I Lugs I Spares

Reverse Charge : Nil		Transportation Mode :	Not Applicable
Invoice Number : EE2122-0575		Vehicle/LR Number :	Not Applicable
Invoice Date : 14 March 2022		Date of Supply :	14 March 2022
State : Telangana	State Code : 36	Place of Supply :	Hyderabad

Details of Buyer I Billed to:

Name : M/s Nilgiri Estates		Delivery Challan No. : Not Applicable	Date : - x -
Address : 5-4-187/3 & 4, 2nd Floor, Soham Mansion, Mahatma Gandhi Road, Secunderabad - 500003		Purchase Order No. : 86206	Date : 08.03.2022
		Delivery Location : Site: Nilgiri Estates, Sy. No. 143/133/134/135/136	
GSTIN : 36AAHFN0766F1ZA		Term of Payment : ☐ Against Delivery ☐ Against Proforma Invoice ☑ Within 30 days from date of invoice.	
State : Telangana	State Code : 36		

Sl. No.	Description of Goods	HSN/SAC	Quantity	UoM	CGST %	SGST %	IGST %	Rate	Amount
1	Crompton 48" (1200mm) Sweep Brown Ceiling Fan Model Seawind	84145120	4.00	No's	9.00	9.00	0.00	1300.00	5200.00

Total Invoice Amount in Words:

Rupees: Six Thousand One Hundred Thirty Six Only.

Elegant Enterprises Secunderabad

Total Amount Before Tax:	5,200.00
Add : C G S T :	468.00
Add : S G S T :	468.00
Add : I G S T :	0.00
R/o + Transportation :	0.00
Total Amount :	Rs. 6,136.00

Our Bank Details:

Name of the Bank : HDFC Bank — Account No. : 50200009719725
Branch Address : Paradise, S.D. Road, Sec-Bad-3 — IFS Code : HDFC0000042

Receiver's Seal and Signature with Name & Mobile Number

8500437837

Terms and Conditions :
1. Goods once sold will not be taken back of exchanged
2. Interest at 24% P. A. will be charged affter .... Days.
3. Our risk & responsibility cease on the delivery of goods.
4. All disputes are subject to Secunderabad Jurisdiction
5. We declare that this invoice shows the actual price of the goods described and that all particulars are true & correct.

for Elegant Enterprises

Authorised Signatory

E & O. E

** Guarantee & Warranty Voids if Proper Earth Connection is not given to LED Light Fixtures.
**No Guarantee & Warranty on Breakages & Burnout.

Material Duly Checked By and Delivered to: Mr. Vamshi (Driver)
Eway Bill No. Not Applicable Dated: Not Applicable

minilec | L&T Switchgear | SIEMENS | GEM | HMI | dowells | Cooper Bussmann | PHILIPS | Crompton Greaves | TEKNIC | SG | POLYCAB | Finolex | Legrand | Capco

Head Office : Block - A '413' Shanti Bagh Apartments, 7 - 1 - 3, Begumpet, Hyderabad

SUMMIT SALES LLP R.R. DIST. IN WARD No: 92294 Date: 16/3

In Ward No: 288917 Dt: 16/03/22
MRN No: 104950 Dt: 16/03/22
Received By: Aditya Sign: aditya

Purchase Order

86206
28.02.22 2:52:28

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From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details			
Elegant Enterprises 5-4-187/7/3,Karbala Maidan, M.G.Road, Secunderbad-500003.	**Doc No**	86206	175489
	Doc Date	08-03-2022	
	Quote No	NIL	
GSTIN 36AJBPK0412E1ZY	**Quote Date**	05-03-2022	
66385358 9985113450/9885073880	**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	4525 - Electrical - other - Ceiling fan - other - nos	4.00	1,300.00	0.00	18.00	6,136.00
					Total Order Value . . .	**6,136.00**

Rupees : Six Thousand One Hundred Thirty Six Only.

Terms and Conditions :-

Specification / All items shall be of 'CG' brand, Seawind model

Payment Terms After Delivery & Production of bill.

Tax All taxes included in above price.

Delivery Date Next day.

Delivery Location Nilgiri Estate
Sy.No.143/133/134/135/136, Rampally Village.
Phone. 9030931172

Penality For Delay Nil

Transportation Transport cost shall be borne by us.

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right items not confirming to qlty & specs. Above order for clubhouse (guest room) purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For ***Nilgiri Estates***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Elegant Enterprises***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	NILGIRI ESTATES	Date:	05-03-2022
Site & Phase :	NILGIRI ESTATE	Time:	11:30
Supplier		Req. No.	175489
Material required before date:		ID No.	74411

No	Description	Size	Quantity	Units	Inward No	Date
1	Ceiling Fans	STD	04	Nos	86206	
2	Wall Hang lights (Type -6)	STD	15	Nos		
3	Side Table Lamps	STD	05	Nos		
4	Wall hang light bulbs (Warm light)	5W	15	Nos		
5	Side table Lamps Bulbs (Warm light)	5W	05	Nos		
6						
7						
8						
9						
10						

Remarks: - For clubhouse (Guest room) Purpose in the site

APPROVED
1 4 MAR 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

Prepared By	Sadhana	Approved by	Akheel
Sign.& Date	05-03-2022	Sign. & Date	05-03-2022

Note: On receipt of material at site write inward number and date in last 2 columns.

Certified by:
Project Manager
Nilgiri Estates

Company Name:		Date:	
Site & Phase :		Time:	
Supplier		Req. No.	
Material required before date:	Urgent	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						

Remarks:

Prepared By		Approved by	
Sign.& Date		Sign. & Date	