PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:	05/4/22	Prepared by	Prabhakar	Serial no.	3487
Supplier name	Maha Lakshmi Traders			HO inward no.	
Firm/Company	MPPL	Project	MP1	HO received date	
PO/WO date		PO/WO No.		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	7493	22/3/22	13,010/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A Bills total (Excluding Transport & Hamali Charges):	13,010/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	105204	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:	13,010/-
Amount E – PO / WO value:	25,193/-
Amount F – Difference (A – E):	12,183/-
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	2/5/22
Remarks:	part bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:					
Date		25 APR 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

SR. MANAGER PURCHASE

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

MAHA LAKSHMI TRADERS Beside Indian Overseas Bank,Main Road, Alwal. Secunderabad - 500010 Ph - 9866920214 , 9177803094 GSTIN/UIN: 36AHEPK7054M1ZZ State Name : Telangana, Code : 36 E-Mail : mahalakshmitradersalwal@gmail.com	Invoice No. **7493**	Dated **22-Mar-22**
	Delivery Note	
	Reference No. & Date.	Other References
Buyer (Bill to) **Modi Properties Prv Ltd.** 5-4-187/3, 2nd Floor , M.G Road, Secunderabad, 500003 GSTIN/UIN : 36AABCM4761E1ZM State Name : Telangana, Code : 36 Place of Supply : Telangana	Buyer's Order No. 86475	Dated 16/3/2022.
	Dispatch Doc No.	Delivery Note Date
	Dispatched through	Destination

Sl No.	Description of Goods	HSN/SAC	Part No.	Quantity	Rate	per	Disc. %	Amount
1	**Geberit Actuator Rod for Alpha**	39269099	242.644.00.1	**15 nos**	119.00	nos		**1,785.00**
2	**Geberit Extension Road for Alpha 10cm**	39269099	242.758.00.1	**30 nos**	308.00	nos		**9,240.00**
								11,025.00
	CGST							**992.25**
	SGST							**992.25**
	Round Off (+/-)							**0.50**
	Total			**45 nos**				**₹ 13,010.00**

INWARD
Inward No: 1895 Dt: 22/3/22
MRN No: 105204 Dt:
Received By: Sign:
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.

SUMMIT SALES LLP
INWARD No. 93118
Date: 9/4
Sign:
R.R. DIST.

Amount Chargeable (in words) *E. & O.E*

Indian Rupees Thirteen Thousand Ten Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
39269099	11,025.00	9%	992.25	9%	992.25	1,984.50
Total	**11,025.00**		**992.25**		**992.25**	**1,984.50**

Tax Amount (in words) : **Indian Rupees One Thousand Nine Hundred Eighty Four and Fifty paise Only**

Company's PAN : **AHEPK7054M**

Company's Bank Details
Bank Name : **Union Bank of India**
A/c No. : **560101000033494**
Branch & IFS Code : **Alwal & UBIN0910830**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for MAHA LAKSHMI TRADERS

Authorised Signatory

This is a Computer Generated Invoice

Purchase Order

 24-04-2022 12:36:40 Original / Office Copy / Purchase Div.Copy

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Maha Lakshmi Traders	**Doc No**	86475	178432
12/142, Beside India Overseas Bank, Main Road,Alwal	**Doc Date**	16-03-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7 .	**Quote Date**	04-03-2022	
. 9866920214	**SupplyType**	Supply	

Kind Attn : Mr.Kailash Choudhary

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7436 - Plumbing - sanitary - Flush Plate - NA - nos *Flush Plates Screwss - 6inch (Actuator rod set)*	50.00	119.00	0.00	18.00	7,021.00
2	7436 - Plumbing - sanitary - Flush Plate - NA - nos *Extention set for*	50.00	308.00	0.00	18.00	18,172.00
					Total Order Value . . .	**25,193.00**

Rupees : Twenty Five Thousand One Hundred Ninty Three Only.

Terms and Conditions :-

Specification / All items shall be of 'Geberit' brand, Alpha model.

Payment Terms 100% advance payment

Tax Inclusive of all taxes

Delivery Date Within 3 days

Delivery Location May Flower Platinum
Sy 82/1, Mallapur, Nacharam.
Phone. 7680971999

Penality For Delay Nil

Transportation Transport cost shall be borne by us.

Warranty 10 yrs on flush tank & 25 yrs guarantee on spare parts

Advance Paid Rs 21953/-

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for Part-1 flats flush plate fixing 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 invoices must be sent to HO office or purchase site office. Proof of deli vary /DC can be sent by email.

Books of accounts verified and no bills wrt this PO were received by accounts
Name: Sangeeth
Sign:
Date: 25/4/22

For *Modi Properties Pvt.Ltd.*
Authorised Signatory
Name : ____________

Name : ____________

Accepted the above Terms And Conditions
For *Maha Lakshmi Traders*

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	15.03.2022
Site & Phase :	May Flower Platinum	Time:	11:50
Supplier		Req.No.	178432
Material required before date:	18.03.2022	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1	Flush plate long screws - Geberit company	9"	50	No's		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: Towards part 1 flats flush plate fixing purpose.

Prepared By	A.Sravani	Approved by	S.V.Subba Reddy
Sign.& Date	15.03.2022	Sign. & Date	

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

APPROVED
? 5 APR 2022