PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28/4/22	Prepared by	[signature]	Serial no.	
Supplier name	PRIYANKA PRINTERS			HO inward no.	
Firm/Company	MPS Property	Project	Pune HPL	HO received date	
PO/WO date	22/4/22	PO/WO No.	87623	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	538	16/4/22	4500/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

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

MRN nos.:	106580	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:	4500/-
Amount E – PO / WO value:	4500/-
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	2/5/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	[signature]				
Sign:	[signature]	[signature]			
Date	28/4/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED BY 28 APR 2022 E. PRASAD MANAGER-PROMOTIONS

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 CASH / CREDIT

Cell : 98495 58805
93987 02763

PRIYANKA PRINTERS

★ OFFSET PRINTING ★ SCREEN PRINTING ★ LETTER PADS
★ INVITATIONS ★ VISTING CARDS ★ ID CARDS ★ BROUCHERS ★ PHAMPLATES
★ OFFICE FILES ★ STICKERS ETC.,

9-5-80/2A, Anjaiaha Nagar, Old Bowenpally, Hyderabad - 500 011, Telangana State.
Email : priyankaprinters4@gmail.com

No. 538

Date : 16/4/22

M/s Modi properties P.V.T. LTD.
M.G. Road, Secunderabad

Party GSTIN. 36AABCM4761E1ZM

Sl No.	PARTICULARS	HSN Code	Qty	Rate	Amount Rs. Ps.
1	Transit Invoice		5	195.00	975=00
2	Delivery Challan		5	235.00	1175=00
3	Annexure -A		10	235.00	2350=00

INWARD
Inward No: 47 Dt: 16/4/22
MRN No: Dt:
Received By: Sign:
MODI PROPERTIES

E. & O.E.

Rupees Four thousand five hundred only

Bank Details
Bank : Punjab & Sind Bank
A/c : 03191100022739
Branch : Secunderabad Park Lane
IFSC Code : PSIB0000319

CGST	—
SGST	—
TOTAL	4500=00

GSTIN: 36AROPK5593K1Z0
Composite Scheme

Goods once sold Cannot be taken back

Subject to Secunderabad jurisdiction

For PRIYANKA PRINTERS

K.Venu

For Modi Properties Pvt.Ltd.

Authorised Signatory

Accepted the above Terms And Conditions

For Priyanka Printers

Purchase Order

 22-04-2022 11:56:02 Origina

87623
20.04.22 3:07:37

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			
Priyanka Printers 1-4-5/37/A, Bholakpur, Hyderabad	Doc No	87623	167042
	Doc Date	22-04-2022	
GSTIN -	Quote No		
	Quote Date	22-04-2022	
9849558805	SupplyType	Supply	

Kind Attn : Mr. Venu

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	IGST	Amount
1	7631 - Stationery - printing - Invoice books - other - nos *Transit Invoice*	5.00	195.00	0.00	0.00	975.00
2	7646 - Stationery - printing - Receipt Books - other - nos *Delivery Challan*	5.00	235.00	0.00	0.00	1,175.00
3	7646 - Stationery - printing - Receipt Books - other - nos *Annexure - A*	10.00	235.00	0.00	0.00	2,350.00
					Total Order Value . . .	**4,500.00**

Rupees ; Four Thousand Five Hundred Only.

Terms and Conditions :-

Specification / Brand	Transit Invoice, Delivery Challan & Annexure-A
Payment Terms	Against Delivery & Production of bill.
Tax	*All taxes included in above price.*
Delivery Date	16-04-2022
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for staff identification purpose.
Completion Date	30-04-2022
Measurment	Nil
Security	Nil
Remarks	

For ***Modi Properties Pvt.Ltd.***
Authorised Signatory

Accepted the above Terms And Conditions
For ***Priyanka Printers***