PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	2/6/22	Prepared by	Prabhakar	Serial no.	4722
Supplier name	Rita seeds store			HO inward no.	
Firm/Company	MPPl	Project	MPl	HO received date	
PO/WO date	2/5/22	PO/WO No.	87880	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	851	7/5/22	1,850/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,850/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	104839	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:	1,850/-
Amount E – PO / WO value:	1,850/-
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	6/6/22
Remarks:	final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prabhakar			
Sign:		APPROVED			
Date		02 JUN 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.

GSTIN : 36AKAPK8182D1Z8 **TAX INVOICE** ☎ : 23222835 : 66778470

RITA SEEDS STORE

DEALERS IN : ALL KINDS OF SEEDS, FERTILIZERS & PESTICIDES OF MAHYCO, RALLIS INDOFIL, CIBA, STANES PRODUCTS & AGRICULTURAL IMPLEMENTS ETC.

 # 3-6-295/4, Hyderguda, Hyderabad-29 (T.S.) INDIA

No. 851 Date 7.5.022

M/s Modi properties Pvt Ltd
MG Road Secbad PO - 87880

Sl. No.	PARTICULARS	Qty.	Rate	Amount Rs.	Ps.
1.	lethal EC.	5Lts	1850.00	1850.	00
			TOTAL	1850.	00

INWARD 19256 28/05/22
No: 107839 Dt:
Signature
Received By
PROPERTIES PVT.

M. madh.
1337528678.

SUMMIT SALES LLP
INWARD No. 94978 Date 30/5 Sign.
R.R. DIST.

Goods once sold will not be taken back or exchanged.
Subject to Hyderabad Jurisdiction.

For **RITA SEEDS STORE**
7/5/022
Signature

Purchase Order

 10-05-2022 11:21:04

87880
20.04.22 3:07:39

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

Rita Seeds
Basheerbagh, Secunderabad.

GSTIN 36AKAPK8182D1Z8
23222835,65168470 9949015953

Doc No	87880	178539
Doc Date	02-05-2022	
Quote No	Nil	
Quote Date	02-05-2022	
SupplyType	Supply	

Kind Attn : Mr. Suresh

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3116 - Chemicals - I.W.P. - NA - ltrs *Lethal-05ltrs*	1.00	1,850.00	0.00	0.00	1,850.00
			Total Order Value . . .			**1,850.00**

Rupees : One Thousand Eight Hundred Fifty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Day.
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	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Above order for plantation use 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 delivery /DC can be sent by email.

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

N
11/05/2022

Name : ____________

Accepted the above Terms And Conditions

For ***Rita Seeds***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	02.05.2022
Site & Phase :	May Flower Platinum	Time:	02:15
Supplier		Req.No.	178539
Material required before date:	05.05.2022	ID No.	76071

No	Description	Size	Quantity	Units	Inward No	Date
1	Lethal	-	5 Ltr	No's		
2						
3						
4						
5	87880					
6						
7						
8						
9						
10						

Remarks: Towards Plantation use purpose

Prepared By	R.Ashok	Approved by	K.Narender Reddy
Sign.& Date	02.05.2022	Sign. & Date	
Note:			

APPROVED
06 MAY 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE