PURCHASE DIVISION Advice for approval for credit to supplier



Date:	Prepared by		Kavitha		Serial no.		4302		
0116172		. 1				HO inward no.			
Project		Project	Enterprises 447			HO received date			
PO/WO date PO/WO		PO/WO No	No. 88265		5	Scan ID.			
Sl no. Bill no. PO/WO			Bill date			Bill amount		Original attached	
1.	125			18/5/22		472/-		reYes □ No	
2.	123	10	101			1		□ Yes □ No	
								□ Yes □ No	
3.								□ Yes □ No	
4.			11 01	>		1	1, 7	2/	
Amount A – Bills	s total (Excluding Tran	isport & Ham	nali Cha	rges):	-	1:111 -1	47		
Proof of delivery	by way of: DCs/bill	□ Steel rep	ort 🗆 RI	MC pour repo	rt 🗆 So	olid block repo	nt ⊔ IIIS	Tanadon report	
MRN					Proof of delivery matches MRN			yes □ No	
nos.:	107847								
Amount B –Othe	er Credits: Transportat	tion charges					ip.	-	
Amount C -Othe									
Amount D (D=A	A+B-C) – Amount to b	e credited to	the supp	olier:			4	721-	
Amount E – PO	/ WO value:						4	72/-	
Amount F – Dif	ference (A – E):								
	ed as per PO /WO	-	Yes	□ Excess rece	eived 🗆	Short received	d □ Part	received	
Close PO / WO			y Yes	□ No – wait t	for balar	nce material	Other		
Payment – due			12/1	102-					
•			13/1	6 22					
Remarks:									
Approved b	Oved by I dichase officer		urchase M Janager		D	Accou	intant	Accounts Manager	
Name:	Kanitha								
Sign:	07/6/22								
Date								Above 201	
Approval limit	Upto 20k	Above 2	20k	Above 1	00k	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 No. 36AEMPG9276J1ZV

TAX INVOICE / CASH / CREDIT

Ph: 27810914 Cell: 7989596166

Veerabhadra Enterprises

Dealers in : Chemicals, Acids & General Goods

D. No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003. Email : veerabhadra1930@gmail.com

Name: Mehra & modi hours korts her Address: McG-rowel. SS265/141463. GSTIN No: 26 ADL FM7631 F123. State: State Code: 36.					Invoice No.: 125 Invoice Date: 1815122. DC No.: State: Telangana State Code: 36				
	hicle Numbe	r:			Date of Supply:	10			
e	Oh	Rate			Taxable Value				
No Description of Goods HSN Code	Qty.			5%	18%	12% - 0%			
1) Duy bin (ou).	4	100/-			400-00				
		/							
	-								
					4 300 P				
	-								
	1								
28/05/2									
28/05/2	2								
101	71								
No. Joseph									
West Bass									
The state of the s	Total Amoun	t before Tax			400,00				
Amount in words	Add SGST	Add SGST			36,00				
(3					36-00				
		Add CGST			70 700				
	Add IGST	Add IGST							
Bank Details :	Round Off								
A/c No. 303011023425 Branch: General Bazar, Secunderabad,	Total Amoun	Total Amount after Tax			472.00				
IFSC Code: KKBK0007450	Total Tax Ameunt				GRAND TOTAL	472 00			
Main Branch : Kotak Mahindra Bank	Total la		15	Certified that the particulars given above are true and correct					
Terms & Conditions:	15/N	95030	12/0		rabhadra Enterprises				
 All Cheques Should be in Favour of M/s. Veerabhadra Enterprises, Hyderabad only 	10	(5) Date: 0 1 101 /*			to the design of the proof				
Cheques Subject to realisation.Goods once sold will not be taken back.	1 1	Sign:		Authorised Signatory					
Goods once sold will flot be taken back.		P. D	//						

Purchase Order

Page(s) 1 Of 1

14-05-2022 13:35:24

From Company: Mehta & Modi Realty Kowkur LLP

5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-!

G S T No.: 36ABLFM7631F1Z3



27.04.22 12:24:13

Supplier Details

Veerabhadra Enterprises

D.No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003.

Doc No

88265

141463

GSTIN 36AEMPG9276J1ZV

040 - 66338850

9246269111

Doc Date

14-05-2022

Quote No

Nil

Quote Date

19-01-2022

SupplyType

Supply

Kind Attn: Mr. Venkatesh.

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	CCT	
1 4051 - Consumables - Polythene Covers - other - pkts	4.00	100.00	0.00	GST 18.00	Amount 472.00
Dust Bin Covers					
Rupees : Four Hundred Seventy Two Only.		Total Or	der Value	e	472.00

Terms and Conditions :-

Specification /

As per details given in the quotation.

Payment Terms

After Delivery & Production of bill

Tax

Inclusive of all taxes

Delivery Date

Next Day.

Delivery Location

Greenwood Heights

Sy no: 196, Kowkur.

Phone. 040-66335551

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 Garbage cleaning Purpose

Completion Date

Nil

Measurment

Nil Nil

Security 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 Mehta & Modi Realty Kowkur LLP

Authorised Signatory

Accepted the above Terms And Conditions

For Veerabhadra Enterprises

Name: THOSTOOR

Name :

Date : __/__/__

Requisition Form Company Name: MMR Kowkur llp Date: 13-05-2022 Site & Phase: GHT Time: 12:20 Supplier Reg. No. 141463 Material required before date: 12-01-2022 ID No. 76418 Inward No Date Description Size Quantity Units No Mopping sticks 5 nos Must bin covers[black] 04 Small packets Dust bin covers[black] Big 01 packet 3 4 5 б 7 8 9 10 11 Remarks: - For Site&office purpose

A Suresh

13-05-2022

Sign. & DatMANAGER PRO 13-05-2022 Note: On receipt of material at site write inward number and date in last 2 columns.

K.Sneha

Prepared By

Sign.& Date