

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 14/6/22		Prepared by: C. M. W. S.		Serial no.	
Supplier name: PHITANICA PRINTERS				HO inward no.	
Firm/Company: MODI PROPERTIES PVT. LTD.		Project: MPL		HO received date	
PO/WO date: 9/6/22		PO/WO No. 89098		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	558	4/6/22	5479/-	☐ 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.: 108484	Proof of delivery matches MRN	☐ Yes ☐ No
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Amount B - Other Credits : Transportation charges

Amount C - Other Debits :

Amount D (D=A+B-C) - Amount to be credited to the supplier:

Amount E - PO / WO value: 5479/-

Amount F - Difference (A - E): 5479/-

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: 20/6/22

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	C. M. W. S.				
Sign:					
Date:	14/6/22				
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, away bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount 3. 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. 558

Date : 4/06/2022

M/s Modi properties Pvt. Ltd.

M. G. Road, Secunderabad.

Party GSTIN.

SI No.	PARTICULARS	HSN Code	Qty	Rate	Amount Rs. Ps.
1.	Modi properties flat files		281	19.50	5,479.50
E. & O.E.					

Rupees... Five thousand
four hundred and
seventy nine.

Bank Details

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

CGST

SGST

TOTAL

5,479.50

GSTIN: 36AROPK5593K1Z0

Composite Scheme

Goods once sold Cannot be taken back

For PRIYANKA PRINTERS

Subject to Secunderabad jurisdiction

Purchase Order

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09-06-2022 15:06:40



89098

07.06.22 12:13:53

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 GSTIN - 9849558805	Doc No	89098	167131
	Doc Date	09-06-2022	
	Quote No		
	Quote Date	09-06-2022	
	SupplyType	Supply	

Kind Attn : Mr. Venu

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	IGST	Amount
1 7622 - Stationery - printing - Flat files - NA - nos Flat Files	281.00	19.50	0.00	0.00	5,479.50
Total Order Value . . .					5,479.50

Rupees : Five Thousand Four Hundred Seventy Nine and Paise Fifty Only.

Terms and Conditions :-

Specification / Brand	Flat Files
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	04-06-2022
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penalty 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.
Completion Date	16-06-2022
Measurment	Nil
Security	Nil
Remarks	Nil

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Priyanka Printers**