

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 14/6/22		Prepared by: P. M. R. H.		Serial no.	
Supplier name: SRI BHANANI DIGITALS		Project: UP		HO inward no.	
Firm/Company: Mani Rathi		PO/WO No. 89062		HO received date	
PO/WO date: 8/6/22		Scan ID.			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21	1/6/22	20,446/-	☐ 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.: 108491	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: 20,446/-

Amount F - Difference (A - E): 20,446/-

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:	P. M. R. H.				
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, Eway 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.

Purchase Order

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From Company : **Modi Realty Pocharam LLP**
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003
G S T No. : 36ABIFM1836H1Z7

Supplier Details			
Sri Bhavani Digitals 32-70/1, Bank Colony, Beside flyover bridge, Ramakrishna puram, Secunderabad-56 GSTIN - 040-27116677 040-27116677	Doc No	89062	167126
	Doc Date	08-06-2022	
	Quote No	Nil	
	Quote Date	08-06-2022	
	SupplyType	Supply	

Kind Attn : R. Mallesh

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	IGST	Amount
1 7627 - Stationery - printing - Hoarding Design - NA - nos NGH Hoarding Flex (25x25) Rampally	1.00	6,563.00	0.00	12.00	7,350.56
2 7627 - Stationery - printing - Hoarding Design - NA - nos Mounting Charge	1.00	3,125.00	0.00	12.00	3,500.00
3 7627 - Stationery - printing - Hoarding Design - NA - nos NGH Hoarding Flex (12x8)	6.00	1,008.00	0.00	12.00	6,773.76
4 7627 - Stationery - printing - Hoarding Design - NA - nos NGH Hoarding Flex (8x3)	10.00	252.00	0.00	12.00	2,822.40
Total Order Value . . .					20,446.72
Rupees : Twenty Thousand Four Hundred Fourty Six and Paise Seventy Two Only.					

Terms and Conditions :-

Specification / Brand	NGH Hoarding Flex (25x25), (12x8), (8x3)
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	01-06-2022
Delivery Location	Nilgiri Heights pocharam Phone. .9849497484
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	01-06-2022
Measurment	Nil
Security	Nil
Remarks	Nil

For **Modi Realty Pocharam LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sri Bhavani Digitals**

