PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:	16/6/22	Prepared by	Deepa	Serial no.	5198
Supplier name	Maa Sai Seatings			HO inward no.	
Firm/Company	MMRKLLP	Project	GHT	HO received date	
PO/WO date	4/6/22	PO/WO No.	88913	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	S1	8/6/22	10,266/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			10266/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	108235	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:			10,266/-
Amount E – PO / WO value:			10266/-
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	20/6/22		
Remarks:	final bill		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:	[signature]				
Date	16/6/22				
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 B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

Tax Invoice

(ORIGINAL FOR RECIPIENT)

MAA SAI SEATINGS 5th FLOOR,5-5-33,PLOT NO.105 TO 113/1 RK'S ELITE,MYTHRINAGAR ALLWYN COLONY KUKATPALLY,HYDERABAD GSTIN/UIN: 36AJZPK4074G1ZO State Name : Telangana, Code : 36 E-Mail : maasaiseatings@gmail.com	Invoice No. **51**	Dated **8-Jun-22**
	Delivery Note	Mode/Terms of Payment
	Reference No. & Date.	Other References **K.V.CHANDRASEKHAR**
Buyer (Bill to) **MEHTA&MODI REALITY KOWKUR LLP** 5-4-187/3&4,11ND FLOOR, MG ROAD,SOHAM MANSION, SECUNDERABAD. DELIVERY AT : GREENWOOD HEIGHTS SY NO:196,KOWKUR. GSTIN/UIN : 36ABLFM7631F1Z3 State Name : Telangana, Code : 36	Buyer's Order No. **88913/141274**	Dated **4-Jun-22**
	Dispatch Doc No.	Delivery Note Date
	Dispatched through	Destination
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**STORAGE UNITS** *SIZE :1200X750X450*	9403	**1 nos**	8,700.00	nos	**8,700.00**
	CGST 9%					**783.00**
	SGST 9%					**783.00**
	Total		**1 nos**			**₹ 10,266.00**

INWARD
Inward No: 12650 Dt: 08/06/22
MRN No: 108835 Dt: 10/6/22
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP
14:28

SUMMIT SALES LLP R.R. DIST
IN WARD No: 95487
Date: 13/6/22
Sign:

Amount Chargeable (in words) *E. & O.E*

INR Ten Thousand Two Hundred Sixty Six Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
9403	8,700.00	9%	783.00	9%	783.00	1,566.00
Total	**8,700.00**		**783.00**		**783.00**	**1,566.00**

Tax Amount (in words) : **INR One Thousand Five Hundred Sixty Six Only**

Company's Bank Details
Bank Name : **ICICI BANK**
A/c No. : **631205501075**
Branch & IFS Code: **KUKATPALLY & ICIC0006312**

Company's PAN : **AJZPK4074G**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for MAA SAI SEATINGS

Authorised Signatory

This is a Computer Generated Invoice

Purchase Order

 04-06-2022 14:03:37

88913

20.05.22 3:37:23

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003
G S T No. : 36ABLFM7631F1Z3

Supplier Details

Maa Sai Seatings
5-5-33, F 505,RKs Elite, Vignanpuri Colony, Kukatpally, Hyderabad - 72.

GSTIN 36AJZPK4074G1ZO

9246243243

Doc No	88913	141274
Doc Date	04-06-2022	
Quote No	NIL	
Quote Date	04-06-2022	
SupplyType	Supply	

Kind Attn : K.V. Chandra Sekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	5584 - Furniture - Storage Unit - Na - Sft *Low storage unit- wenge colour 4'x30"x18"-1 no*	10.00	870.00	0.00	18.00	10,266.00
				Total Order Value . . .		**10,266.00**

Rupees : Ten Thousand Two Hundred Sixty Six Only.

Terms and Conditions :-

Specification / Brand	Specifications and brands as per the quote given on 25-06-2021, colour should be wenge
Payment Terms	After delivery and production of bill
Tax	Included in the above prices
Delivery Date	Within 4day.
Delivery Location	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
Penality For Delay	Nil
Transportation Cost	Extra as per actuals
Warranty	One year warranty
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order is for GHT Clubhouse Association office 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 ***Mehta & Modi Realty Kowkur LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Maa Sai Seatings***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Mehta&Modi Realty Kowkur-LLp	Date:	15-03-2022
Site & Phase :	GHT	Time:	14:55
Supplier		Req. No.	141274
Material required before date:	17-03-2022	ID No.	74699

No	Description	Size	Quantity	Units	Inward No	Date
	Banquet hall					
1	Plastic chairs-White *	Std	50	Nos		
2	Banquet tables	4'X2'	4	Nos		
3	65" smart TV *	65"	01	Nos		
4	Low storage (Wenge color)	4'X30"X18"	01	Nos		
	88913	88362				

Remarks: - For Ght site club House Banquet Hall purpose

Prepared By	K.Sneha	Approved by	A Suresh
Sign.& Date	15-03-2022	Sign. & Date	15-03-2022

Note: On receipt of material at site write inward number and date in last 2 columns.