PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/06/22	Prepared by	Prabhakar	Serial no.	5282
Supplier name	Santosh Tarpaulin.			HO inward no.	
Firm/Company	MPP2	Project	MPL	HO received date	
PO/WO date	1/6/22	PO/WO No.	88850	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	164	2/6/22	275.28	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	275.28
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	108530	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:	275.28
Amount E – PO / WO value:	275.27
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	27/6
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prabhakar			
Sign:		[signature]			
Date		APPROVED 18 JUN 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

P. PRABHAKAR
Sr. MANAGER PURCHASE

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

SANTHOSH TARPAULIN

2-9-39/7/3, Forzenguda,
Suryanagar, Old Alwal,
Medchal, Malkajgiri District – 500 010.
Telangana State

GSTIN :36ATWPA1307P1ZC
Email id: santhoshtarp@gmail.com
Cell: 9642662732
Bank Account : AXIS BANK
Acc.No.919020039284737
IFSC CODE :UTIB0001378

To MODI PROPERTIES PVT .LTD
5-4-187/3&4 IInd floor MG ROAD
SECUNDERABAD 500003
GSTIN No. 36AABCM4761E1ZM

Invoice No: **164**
Invoice Date: 02/06/2022
P.O.No.88850/178569
P.O.Date: 01.06.2022

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	HDPE TARPAULIN SIZE 9ft X 6ft 3nos	3926	162 SFT	@ 1.44/-	**233.28**

INWARD
Inward No: 19287 Dt: 2/6/22
MRN No: 108530 Dt: 15/06/2022
Received By: Sign:
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.

Rupees in words TWO HUNDRED SEVENTY FIVE and TWONTY EIGHT PAISE ONLY

Total ::	**233.28**
CGST @ 9%	**21.00**
SGST @ 9%	**21.00**
IGST 18% ::	
Grand Total ::	**275.28**

Receiver Signature & Seal

For SANTHOSH TARPAULIN

Authorized Signatory

SUMMIT SALES LLP
IN WARD
No: 95590
Date: 16/6
Sign:
R.R. DIST.

 01-06-2022 14:44:15

Purchase Order

88850
20.05.22 3:37:23

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			
Santosh Tarpaulin	**Doc No**	88850	178569
2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010	**Doc Date**	01-06-2022	
	Quote No	Nil	
GSTIN 36ATWPA1307P1ZC	**Quote Date**	01-06-2022	
9642662732	**SupplyType**	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6012 - Miscellaneous - Blue Sheet - other - sft *Tarpaulin cover 9'x6'-3 nos*	162.00	1.44	0.00	18.00	275.27
					Total Order Value . . .	**275.27**

Rupees : Two Hundred Seventy Five and Paise Twenty Seven Only.

Terms and Conditions :-

Specification / Brand	Tarpaulin sheet
Payment Terms	After delivery
Tax	GST included in the above prices
Delivery Date	With 3 days
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality 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, above order is for club house 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

Name : ____________

Accepted the above Terms And Conditions

For ***Santosh Tarpaulin***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	25.05.2022
Site & Phase :	May Flower Platinum	Time:	11:50
Supplier		Req.No.	178569
Material required before date:	29.04.2022	ID No.	76744

No	Description	Size	Quantity	Units	Inward No	Date
1	Tarpaulin cover	3'0"x3'0"x2'	01	No's		
2	Tarpaulin cover	6'0"x4'6"x1'	01	No's		
3	Tarpaulin cover	9'0"x4'10"x1'	01	No's		
4						
5	8850					
6		78 per Sq.ft				
7		144 + 18%				
8						
9						
10						

Remarks: Towards snooker area at club house use purpose .

Prepared By	A.Sravani	Approved by	K.Narendar Reddy
Sign.& Date	25.05.2022	Sign. & Date	

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

APPROVED
01 JUN 2022
R. PRABHAKAR
Sr. MANAGER PURCHASE