PURCHASE DIVISION
Advice for approval for credit to supplier

(C)

Date:	24/6/22	Prepared by	Manoj	Serial no.	540
Supplier name	Santosh Tarpaulin			HO inward no.	
Firm/Company	Dr. NRK	Project	NRK	HO received date	
PO/WO date	7/6/22	PO/WO No.	88987	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	169	8/6/22	8,260/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	8,260/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 108413	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:	8,260/-
Amount E – PO / WO value:	8,260/-
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	4/7/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manoj				
Sign:	Manoj				
Date	24/6/22				
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

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 DR.NRK BIOTECH PRIVATE L.T.D
Plot NO 11 TSIIC Industrial
Development Area S no 230 to 24
Malkajgiri Telangana 500078
GSTIN No. 36AACCD2775Q1Z3

Invoice No: **169**
Invoice Date: **08.06.2022**
P.O.No. 88987/ 186332
P.O.Date: 07.06.22

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	**PVC COVER BLOCKS SIZE 25MM**	3926	7000 NOS	@1.00 /-	**7,000.00**

Rupees in words EIGHT THOUSAND TWO HUNDRED SIXTY ONLY

Total ::	**7,000.00**
CGST :: @9 %	**630.00**
SGST :: @ 9 %	**630.00**
IGST ::	
adjust ::	
Grand Total ::	**8,260.00**

Receiver Signature & Seal

INWARD
Inward No: 2048 Dt: 09/6/22
MRN No: 108413 Dt: 10/6/22
Received By: NIRAJ Sign:
DR NRK BIOTECH PVT LTD

For SANTHOSH TARPAULIN

Authorized Signatory

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 95838
Date: 23/6/22
Sign:

Purchase Order

 07-06-2022 15:08:31

88987

20.05.22 3:37:24

From Company : **DR.NRK Biotech Private Limited**
Plot no.11,, TSIIC Industrial Development Area, Sno.230 to 243, Turkapally, Hyderabad, ...
Malkajgiri, Telangana, 500078
G S T No. : 36AACCD2775Q1Z3

Supplier Details			
Santosh Tarpaulin 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010	**Doc No**	88987	186332
	Doc Date	07-06-2022	
GSTIN 36ATWPA1307P1ZC	**Quote No**	Nil	
	Quote Date	07-06-2022	
9642662732	**SupplyType**	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6036 - Miscellaneous - Spacers - 25mm - nos	7,000.00	1.00	0.00	18.00	8,260.00
				Total Order Value . . .		**8,260.00**

Rupees : Eight Thousand Two Hundred Sixty Only.

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	Nextopolis Sy No 230 to 243, plot no 11, turkapally, shamirpet, medchal Phone. .
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 slab-2 use purpose for main building at site.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***DR.NRK Biotech Private Limited***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Santosh Tarpaulin***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	DR.NRK BioTech Pvt Ltd	Date:	06.06.2022
Site & Phase:	Nextopolis	Time:	12:00
Supplier		Req. No.	186332
Material required before date: Urgent		ID No.	77033

No	Description	Size	Quantity	Units	Inward No	Date
1.	Pvc-covering blocks	25 mm	7000	Nos		
2.						
3.						
4.						
5.						
6.	88987					
7.						
8.						
9.						
10.						

Remarks: Towards slab-2 use purpose for main building at site.

Prepared By	S.Shravya	Approved by	Balamuralikrishna
Sign. & Date	06.06.2022	Sign. & Date	06.06.2022

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

APPROVED
07 JUN 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE