Advice for approval for credit to supplier

Date:	27/6/22	Prepared by	Y.Mukh	Serial no.	
Supplier name	Leomind creatives			HO inward no.	
Firm/Company	Modi Properties Pvt Ltd	Project	MPL	HO received date	
PO/WO date	24/6/22	PO/WO No.	89382	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	012	24/6/22	9912/-	☐ 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.:	108998	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:			9912/-
Amount E – PO / WO value:			9912/-
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:	Y.Mukh				
Sign:	[signature]				
Date	27/6/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED BY
28 JUN 2022
PRASAD
MANAGER PROMOTIONS

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.

Leomind Creatives
#2-2-647/227/3, Street No.11, Central Excise Colony,
Lane Behind Divyanjali High School, Bagh Amberpet,
HYDERABAD - 500 013. Telangana State, India.
Phone: +91 40 3587 5843, Mobile: 905 905 0993
E-mail: leomindcreatives@gmail.com

GSTIN: 36DDCPG9552D1ZM
PAN: DDCPG9552D

TAX INVOICE

To,
Modi Housing Pvt.Ltd
5-4-187/3 & 4, IInd Floor, M.G.Road,
Secunderabad-500003, T.S.

GSTIN No.: 36AADCM5906D2Z0

INVOICE No.	:	LMC-2022-23/012
DATE	:	24-06-2022
P. O./ Order No.	:	89382-167138
DATE	:	24-06-2022

S.No.	DESCRIPTION	HSN/SAC	QTY.	RATE (INR)	TOTAL (INR)
1.	Towards the Printing & Supply of Silver Oak Residency - Cherlapally Brochures printing on 300GSM art card with both sides Matt Lamination Size: A3 (Open size)	998912	*200*	32.00	6,400.00
2.	Towards the Design Charges for Silver Oak Residency - Cherlapally Brochure design adoption charges Size: A3 (Open size)	998391	1	2000.00	2,000.00

E.&O.E

TOTAL AMOUNT	8,400.00
CGST @ 9%	756.00
SGST @ 9%	756.50
IGST @ -	-
GRAND TOTAL (INR)	9,912.00

Grand Total (INR in words)
Nine Thousand Nine Hundred Twelve Only.

I hear by certify that this invoice shows the actual price of Creatives / Printing / Digital / Electronic / In & Outdoor media advertising promotional described, that no other invoice has been issued, and that all particulars are true and correct.

Payment Options :

Payment should be made by DD / Cheque in favour of "LEOMIND CREATIVES" or Online Transfer.

* Account No. : 24200200000965
  Bank Name & Branch : BANK OF BARODA, Tilak Nagar Branch, Hyderabad.
  IFSC Code : BARB0TILHYD (Fifth character is zero)

Terms & Conditions :

1. Complaints / Clarifications will not be entertained after 7 days of delivery.
2. Intrerest @ 24% p.a. is charged on unrealised payments.
3. All disputes subject to Hyderabad Jurisdiction only.

LEOMIND CREATIVES HYDERABAD UAM No. TS02D0050489

For **Leomind Creatives**

Authorised Signatory

THANK YOU FOR YOUR BUSINESS!

Purchase Order

 24-06-2022 10:18:46

89382
07.06.22 12:13:55

From Company : **Modi Housing Pvt.Ltd**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AADCM5906D2Z0

Supplier Details			
LEOMIND CREATIVES #2-2-647/227/3, 1st floor, Street No.11, C.E. colony, Lane behind Divyanjali High School, Bagh Amberpet, Hyderabad - 500 013, T.S. INDIA **GSTIN** 36DDCPG9552D1ZM 90590 50993	**Doc No**	89382	167138
	Doc Date	24-06-2022	
	Quote No		
	Quote Date	24-06-2022	
	SupplyType	Supply	

Kind Attn : SARATHI

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7609 - Stationery - printing - Brochure - other - nos *Brochure Printing*	200.00	32.00	0.00	18.00	7,552.00
2	7609 - Stationery - printing - Brochure - other - nos *Brochure adoption charges*	1.00	2,000.00	0.00	18.00	2,360.00
				Total Order Value . . .		**9,912.00**

Rupees : Nine Thousand Nine Hundred Twelve Only.

Terms and Conditions :-

Specification / Brand	Brochure Printing, Brochure adoption charges
Payment Terms	After delivery
Tax	GST included in above price.
Delivery Date	28-06-2022
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penality For Delay	Nil
Transportation Cost	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs.
Completion Date	28-06-2022
Measurment	24cm x 48cm
Security	Nil
Remarks	Nil

For *Modi Housing Pvt.Ltd*
Authorised Signatory

Accepted the above Terms And Conditions
For *LEOMIND CREATIVES*

Name : ____________________ Name : ____________________ Date : __/__/____

Contact - -