PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	5/7/22	Prepared by	G. MURALI	Serial no.	
Supplier name	Leomind Creatives			HO inward no.	
Firm/Company	Modi Properties Pvt Ltd	Project		HO received date	
PO/WO date	24/6/22	PO/WO No.	89383	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	013	24/6/22	2950	
2.				◻ Yes ◻ No
3.				◻ Yes ◻ No
4.				◻ Yes ◻ No
				◻ 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.: 109264	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:	
Amount E – PO / WO value:	2950/–
Amount F – Difference (A – E):	2950/–
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	
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	G. MURALI				
Sign:		APPROVED BY			
Date	5/7/22	7 JUL 2022 PRASAD MANAGER-PROMOTIONS			
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.

Purchase Order

 24-06-2022 10:18:46 Original

89383
07.06.22 12:13:55

Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

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**	89383	167139
	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 adoption charges*	1.00	2,500.00	0.00	18.00	2,950.00
	Total Order Value . . .					**2,950.00**

Rupees : Two Thousand Nine Hundred Fifty Only.

Terms and Conditions :-

Specification / Brand	Brochure adoption charges
Payment Terms	After delivery
Tax	GST included in above price.
Delivery Date	28-06-2022
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
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 Properties Pvt.Ltd.*

Authorised Signatory

Accepted the above Terms And Conditions

For ***LEOMIND CREATIVES***

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 Properties Pvt.Ltd.
5-4-187/3 & 4, IInd Floor, M.G.Road,
Secunderabad - 500003

GSTIN No. : 36AABCM4761E1ZM

INVOICE No.	:	LMC-2022-23/013
DATE	:	24-06-2022
P. O./ Order No.	:	89383-167139
DATE	:	24-06-2022

S.No.	DESCRIPTION	HSN/SAC	QTY.	RATE (INR)	TOTAL (INR)
1.	Towards the Design charges for May Flower Platinum - Mallapur Brochure design adoption charges Size: 24" x 11.5" (Open size)	998391	1	2,500.00	2,500.00

E.&O.E

TOTAL AMOUNT	2,500.00
CGST @ 9%	225.00
SGST @ 9%	225.00
IGST @ -	-
GRAND TOTAL (INR)	2,950.00

Grand Total (INR in words)

Two Thousand Nine Hundred Fifty 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. TS02D0050483

For **Leomind Creatives**

Authorised Signatory