PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 19/7/22 | Prepared by | Manoj | Serial no. | 6399 |
| Supplier name | Naveen metal udyog | | | HO inward no. | |
| Firm/Company | Dr. NRK | Project | NRK | HO received date | |
| PO/WO date | 13/7/22 | PO/WO No. | 89996 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 121 | 14/7/22 | 14,726/- | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 14,726/- |
| Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | |

| | | | |
|---|---|---|---|
| MRN nos.: | 109660 | 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: | 14,726/- |
| Amount E – PO / WO value: | 14,726/- |
| 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 | 25/7/22 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Manoj | | | | |
| Sign: | Manoj | | | | |
| Date | 19/7/22 | | | | |
| 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.

GST No. : 36AGOPD8982C1Z4

**TAX INVOICE**
**CASH / CREDIT**

Phone : 27712497
40042626

# NAVEEN METAL UDYOG

**4-5-155, PAN BAZAR, SECUNDERABAD - 500 003.**

E-mail : nmuhyd@yahoo.co.in

M/s. DR. NRK BIOTECH PVT. LTD.
TURKAPALLY,
HYDERABAD

Phone ______ / ______

GST No. 36AACCD2775Q1Z3

Invoice No. : 121 Date : 14/07/22

P. O. No. & Date : 89996 / 186351
13/07/22

Desp. Through :

E Way Bill No. TS-10-UB-8387

| HSN Code | PARTICULARS | Qty. | Unit Price | AMOUNT |
|---|---|---|---|---|
| 7209 | SHEETS 8'x4' | 3 Nos. | @ 4160/- | 12,480=00 |
| | | 96 sq.ft | @ 130/- | |
| | | | SUB TOTAL | 12,480=00 |
| | | | | — |
| | | | SGST @ 9% | 1123=00 |
| | | | CGST @ 9% | 1123=00 |
| | | | IGST @ | — |
| | | | G. TOTAL | 14,726=00 |

TIME-11:30
TS10UB8387

**INWARD**
Inward No: 2111 Dt: 16/7/22
MRN No: 109660 Dt: 18/7/22
Received By: NIRAJ Sign:
DR NRK BIOTECH PVT LTD

Received By
S.K. RAJU
6281929265

BANK : **PUNJAB NATIONAL BANK** Branch : M. G. Road, Secunderabad.
A/c. No. : 0625210318512 IFSC Code : PUNB0062520

Rupees Forteen thousand Seven hundred and twenty Six Only

1. Goods once sold will not be taken back and No claim for shortage of damage will be entertained unless lodged within 24 hours.
2. Interest will be charged @ 18% per annum if payment is not made within 30 days.
3. Our responsibility ceases no sooner goods are handed over to the carrying agency.
4. Payment strictly by Account Payees Cheques only.
5. Subject to Secunderabad Jurisdiction only.

E & O. E.

For **NAVEEN METAL UDYOG**

Authorised Signatory

GST No. : 36AGOPD5982C1Z4

TAX INVOICE
CASH / CREDIT

Phone : 27712497
40042820

# NAVEEN METAL UDYOG

4-5-155, PAN BAZAR, SECUNDERABAD - 500 003.

E-mail : [illegible]@yahoo.co.in

M/s. Dr. NRK BIOTECH PVT. LTD.
TURKAPALLY,
HYDERABAD.

Phone

GST No. 36AACCD2775K1Z

Invoice No. 12. Date : 14/07/22

P.O. No. & Date [illegible]

Desp. Through :

E Way Bill No. TS-[illegible]-UB-8387

| HSN Code | PARTICULARS | QTY. | RATE | AMOUNT |
|---|---|---|---|---|
| 7209 | SHEETS 8'x4' | 3 Nos. 965 kg | @ 416 / @ 13 | 12,480=00 |
| | | | SUB TOTAL | 12,480=00 |
| | | | SGST @ 9% | 1123=00 |
| | | | CGST @ 9% | 1123=00 |
| | | | IGST @ | — |
| | | | G. TOTAL | 14,726=00 |

BANK : PUNJAB NATIONAL BANK Branch : M. G. Road
A/c. No. [illegible] IFSC Code : PUNB[illegible]

Rupees Fourteen thousand Seven hundred and twenty six only

1. Goods once sold will not be taken back and No claim for shortage or damage will be entertained unless lodged within 24 hours.
2. Interest will be charged @ 18% per annum if payment is not made within 30 days.
3. Our responsibility ceases as soon as goods are handed over to the carrying agency.
4. Payment strictly by Account Payees Cheques only.
5. Subject to Secunderabad Jurisdiction only.

E & O.E.

For NAVEEN METAL UDYOG

Authorised Signatory

INWARD
Inward No: [illegible] Dt: 14/7/22
MRN No: [illegible] Dt: [illegible]
Received by: Sign:
DR NRK BIOTECH PVT LTD

Received BY
S.K. RAJU
6281929265

# Purchase Order

 13-07-2022 16:51:14 O

89996
29.06.22 2:19:01

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

**Supplier Details**

Naveen Metal Udyog
4-5-155, Pan Bazar, Sec-bad-03.

**GSTIN** 36AGOPD8982C1Z4 27712497.
66382026. 9246297667

| | | |
|---|---|---|
| **Doc No** | 89996 | 186351 |
| **Doc Date** | 13-07-2022 | |
| **Quote No** | nil | |
| **Quote Date** | 02-07-2022 | |
| **SupplyType** | Supply | |

**Kind Attn : Mr.Surpat Singh Dugar/ Nikil Dugar**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 521400 - STEL-Steel - MS Sheets-- - 2400X1200X2mm - sqm<br>*8'X4'X2mm(sft)-3No's* | 96.00 | 130.00 | 0.00 | 18.00 | 14,726.40 |
| | | | **Total Order Value . . .** | | | **14,726.40** |

Rupees : Fourteen Thousand Seven Hundred Twenty Six and Paise Fourty 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<br>Sy No 230 to 243, plot no 11, turkapally, shamirpet, medchal<br>Phone. |
| **Penality For Delay** | Nil |
| **Transportation** | Extra |
| **Warranty** | Nil |
| **Advance Paid** | Nil |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications.Above order for site use purpose. |
| **Completion Date** | NA |
| **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 ***DR.NRK Biotech Private Limited***

Authorised Signatory

14/07/22

Name : ____________

Accepted the above Terms And Conditions

For ***Naveen Metal Udyog***

Name : ____________

Date : __/__/____

| Requisition Form | | | | | | | |
|---|---|---|---|---|---|---|---|
| Company Name: | DR.Nrk Bio Tech Pvt Ltd | | | | | | |
| Site & Phase : | Nextopolis | Date: | 02.07.2022 | | | | |
| Supplier: | | Time: | 15:40 | | | | |
| Material required before date: | | Req. No. | 186351 | | | | |
| | | ID No. | 77690 | | | | |
| S No | Item | Qty required | Qty available at site | Order Qty | Inward No | Inward Date | |
| 1 | STEL5214-Steel-MS Sheets---2400X1200X2mm-sqm | 3 | nill | 3 | | | |
| 2 | PO: 89996 sft 2400/300 x 1200/300 + 8' x 4' x 2mm thick | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | 8'x4' X2mm - 3 - 130 + 18% GST | | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| Remarks: | Towards site use purpose. | | | | | | |
| | Engineer | Project Manager | | Purchase | | MD | |
| Prepared By: | S.Shravya | | | | | | |
| Approved By: | C.Balamuralikrishna | | | | | | |
| Sign & Date: | 02.07.2022 | | | | | | |

APPROVED
14 JUL 2022
MINISH PARIKH
MANAGER PROCUREMENT

nmuhyd@yahoo.co.in