

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 21/7/22		Prepared by: CFWNA		Serial no.	
Supplier name: PRANIKA PRINTERS				HO inward no.	
Firm/Company: MODI PROPERTY PROJECTS		Project: M/L		HO received date	
PO/WO date		PO/WO No.		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	572	13/7/22	405	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No
4.				<input type="checkbox"/> Yes <input type="checkbox"/> 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.:	Proof of delivery matches MRN	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Amount B - Other Credits : Transportation charges

Amount C - Other Debits :

Amount D (D=A+B-C) - Amount to be credited to the supplier: 405

Amount E - PO / WO value: 405

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:	CFWNA				
Sign:					
Date:	21/7/22				
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. 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, asset reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.



TAX INVOICE CASH / CREDIT

Cell : 98495 58805
93987 02763

PRIYANKA PRINTERS

★ OFFSET PRINTING ★ SCREEN PRINTING ★ LETTER PADS
★ INVITATIONS ★ VISTING CARDS ★ ID CARDS ★ BROUCHERS ★ PHAMPLATES
★ OFFICE FILES ★ STICKERS ETC.,

9-5-80/2A, Anjaiaha Nagar, Old Bowenpally, Hyderabad - 500 011, Telangana State.
Email : priyankaprinters4@gmail.com

No. **572**

Date : 13/01/2022

M/s Modi Properties Pvt Ltd.
H.G. Road, Secunderabad.

Party GSTIN.

SI No.	PARTICULARS	HSN Code	Qty	Rate	Amount Rs. Ps.
1.	C. Raj Kumar VC		300	1.35=00	405 = 00

INWARD	
Inward No: <u>304</u>	Dt: <u>12/01/22</u>
MRN No:	Dt:
Received By: <u>Jaswanth</u>	Sign: <u>[Signature]</u>
MODI PROPERTIES	

E. & O.E.

Rupees four hundred
and five paise only.

Bank Details
Bank : Punjab & Sind Bank
A/c : 03191100022739
Branch : Secunderabad Park Lane
IFSC Code : PSIB0000319

CGST	—
SGST	—
TOTAL	405 = 00.

GSTIN: 36AROPK5593K1Z0
Composite Scheme

For **PRIYANKA PRINTERS**

Goods once sold Cannot be taken back

Subject to Secunderabad jurisdiction

Am
Pr
MR
nos
Am
Am
Am
Am
Am
Quant
Close
Payme
Remar
App
Name:
Sign:
Date
Approval
Notes: 1.1
This set
with barcod
documents,
5. This r

transport, Hamali charges, etc., and instead include in Amount
within one working day of approval by purchase officer/purchase manager.