

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	22/07/22	Prepared by	MINISH.	Serial no.	6257
Supplier name	Siddarth Enterprises.	HO inward no.			
Firm/Company	MHRK LLP.	Project	G+1F.	HO received date	
PO/WO date	16/06/22	PO/WO No.	89246.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	1796	15/07/22	12,012/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 12,012/-

Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.:	109631.	Proof of delivery matches MRN	☒ Yes ☐ 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: 12,012/-

Amount E – PO / WO value: 12,012/-

Amount F – Difference (A – E): NIL

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: 01/08/22

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
Date					
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.

8524

Ph :040 2790 6453
Mobile: 9949966500

1-35-513,Ground & First Floor,
Rasoolpura,Begumpet,Secunderabad-500003
Email id : siddartherprisess@yahoo.in

89246. (141 889
of 161612)



Authorised Signatory

Handwritten text, possibly a signature or a list of names, located in the center-right area of the page. The text is faint and appears to be written in cursive or a similar script.

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Purchase Order

Page(s) 1 Of 1

16-06-2022 17:39:14



89246

07.06.22 12:13:54

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003
G S T No. : 36ABLFM7631F1Z3

Supplier Details

Siddarth Enterprises
1-35-513, Groung floor&First floor, Rasoolpura, Begumpet,
Secunderbad-500003

GSTIN 36ABFFS3664J1ZT

040-27906453

9949966500

Doc No	89246	141899
Doc Date	16-06-2022	
Quote No	Nil	
Quote Date	30-10-2018	
SupplyType	Supply	

Kind Attn : Mr.P.Rammohan

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 5502 - Furniture - Chairs - NA - nos Club- wenge colour	4.00	1,561.00	0.00	18.00	7,367.92
2 5513 - Furniture - Tables - NA - nos Centable without glass -wsenge colour	2.00	1,968.00	0.00	18.00	4,644.48
Total Order Value . . .					12,012.40

Rupees : Twelve Thousand Twelve and Paise Fourty Only.

Terms and Conditions :-

Specification / Brand All items shall be of "Neelkamal" brand, Model mentioned as above wenge colour

Payment Terms After delivery

Tax GST included in above price.

Delivery Date With in a week

Delivery Location Greenwood Heights

Sy no: 196, Kowkur.

Phone. 040-66335551

Penalty For Delay Nil

Transportation Cost Extra as per actuals

Warranty 1 year guaranty with free replacement in case of mfg. defects

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. damage is in suppliers account, Above order for recreation room purpose.

Completion Date Nil

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 MDs APPROVAL

- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☒ Approval for technical details/clarification
- ☐ Replenishing SLLP stock
- ☐ Other

For **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Name :

Name :

Accepted the above Terms And Conditions

For **Siddarth Enterprises**

Date : __/__/__

1. For approval for technical detail/clarification
2. For approval for technical detail/clarification
3. For approval for technical detail/clarification
4. For approval for technical detail/clarification
5. For approval for technical detail/clarification
6. For approval for technical detail/clarification
7. For approval for technical detail/clarification
8. For approval for technical detail/clarification
9. For approval for technical detail/clarification
10. For approval for technical detail/clarification

Requisition Form

Company Name:		Mehta & Modi Realty Kowkur LLP		Date:		24-5-2022	
Site & Phase :		GHT		Time:		16-00	
Supplier		SSLLP		Req. No.		141899	
Material required before date:				ID No. 76666			

No	Description	Size	Quantity	Units	Inward No	Date
1	Nil Kamal Ratan Furniture Chair (4 chairs with Table Set)	4 chair with table set	04	Sets		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: - For GHT Site Club house Open lounge inside installation work purpose

Prepared By	A Suresh	Approved by	
Sign. & Date	24-05-2022	Sign. & Date	

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

APPROVED BY

25 MAY 2022

SOHAM MODI
MANAGING DIRECTOR

For MDs APPROVAL

- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☒ Approval for technical details/clarification.
- ☐ Replenishing SSLLP stock
- ☐ Other

[Signature]

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