

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 27/7/22		Prepared by: [Signature]		Serial no.	
Supplier name: Mehra's Property One Private Ltd		Project: Mobli Realty Mohan		HO inward no.	
Firm/Company: Mobli Realty Mohan		PO/WO No.		HO received date	
PO/WO date				Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	SAY/58	25/7/22	8566	☐ 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.:	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:

Amount E – PO / WO value:

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: 1/8/22

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	[Signature]				
Sign:	[Signature]				
Date	27/7/22				
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.

INVOICE

Mehta Propproperty Online Private Limited

4-3-41/2, First Floor

Ghasmandi Road, Secunderabad

GSTIN/UTIN: 36AAKCM3777H1Z1

State Name : Telangana, Code :03

Modi Realty
(Mallapur) LLP

5-4-187/3&4, 2nd Floor, Soham Mansion

MG Road Secunderabad

Hyderabad

GSTIN/UTIN: 36AAEFM1459R1ZP

State Name : Telangana, Code :03

Invoice No. SAL/58

Invoice Date. 25/07/2022

Mehta Propproperty Online Private Limited

Account Details

Account Holder Name: MEHTA PROPPROPERTY ONLINE PRIVATE LIMITED

Account Number: 009763300000776

IFSC Code: YESB0000097

S.No	Project Name	Address	Qty	Rate	Amount
1	Gulmohar Residency - GMR CGST +9% SGST +9%	Mallapur Near Habsiguda Hyderabad	11	660	7,260.00 653.40 653.40
Total					8,566.80

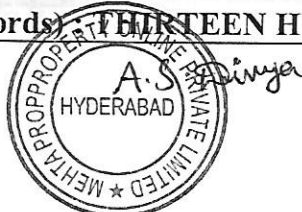
Amount Chargeable(in words)

E.&O.E

Indian Rupees: EIGHT THOUSAND FIVE HUNDRED AND SIXTY SIX RUPEES ONLY

	Taxable	Central Tax		State Tax	
	Value	Rate	Amount	Rate	Amount
	7,260.00	9%	653.40	9%	653.40
Total	7,260.00		653.40		653.40

Tax Amount (in words): THIRTEEN HUNDRED AND SIX RUPEES ONLY



Thanks & Regards,

Annaboina S Divya

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