

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 27/7/22		Prepared by: C. H. W. K. A. N.		Serial no.	
Supplier name: Mehla Prop Property online Private		Project: L.P. AGH		HO inward no.	
Firm/Company: MPO: Realty		PO/WO No.		HO received date	
PO/WO date				Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	SAC/54	25/7/22	12,460	☐ 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:	C. H. W. K. A. N.				
Sign:					
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	Invoice No.	SAL/54
Ghasmandi Road, Secunderabad	Invoice Date.	25/07/2022
GSTIN/UIN: 36AAKCM3777H1Z1	Mehta Propproperty Online Private Limited	
Statem Name : Telangana, Code :03	Account Details	
Modi Realty (Miryalaguda) LLP	Account Holder Name:	MEHTA PROPPROPERTY ONLINE PRIVATE LIMITED
5-4-187/3&4, 2nd Floor, Soham Mansion	Account Number:	009763300000776
MG Road Secunderabad	IFSC Code:	YESB0000097
Hyderabad		
GSTIN/UIN: 36ABCFM6774G2ZZ		
Statem Name : Telangana, Code :03		

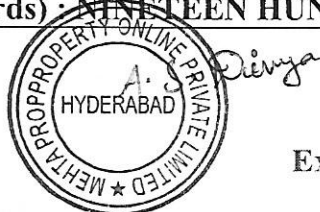
S.No	Project Name	Address	Qty	Rate	Amount
1	AVR Gulmohar Homes	Miryalaguda	16	660	10,560.00
	CGST +9%	Nalgonda			950.40
	SGST +9%				950.40
Total					12,460.80

Amount Chargeable(in words) E.&O.E

Indian Rupees: TWELVE THOUSAND FOUR HUNDRED AND SIXTY RUPEES ONLY

	Taxable Value	Central Tax		State Tax	
		Rate	Amount	Rate	Amount
	10,560.00	9%	950.40	9%	950.40
Total	10,560.00		950.40		950.40

Tax Amount (in words) : NINETEEN HUNDRED RUPEES ONLY



Thanks & Regards,
Annaboina S Divya

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