

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 27/7/22		Prepared by: CP MUKH		Serial no.	
Supplier name: Mehraj Properties Online Private Ltd		Project: Mehraj May Resht Kankur UP		HO inward no.	
Firm/Company: Mehraj May Resht Kankur UP		PO/WO No.		HO received date	
PO/WO date				Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	SAL/56	25/7/22	3894/-	☐ 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
-----------	--	-------------------------------	--

Amount B – Other Credits : Transportation charges

Amount C – Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier: 3894/-

Amount E – PO / WO value: 3894

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:	CP MUKH				
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

Ghasmandi Road, Secunderabad

GSTIN/UIN: 36AAKCM3777H1Z1

Staten Name : Telangana, Code :03

Mehta and Modi Realty Kowkur LLP

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

MG Road Secunderabad

Hyderabad

GSTIN/UIN: 36ABLFM7631F1Z3

Staten Name : Telangana, Code :03

Invoice No.

SAL/56

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	Greenwood Heights CGST +9% SGST +9%	Kowkur Near Yaprall Hyderabad	5	660	3,300.00 297.00 297.00
Total					3,894.00

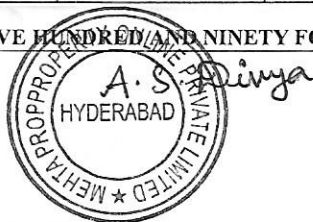
Amount Chargeable(in words)

E.&O.E

Indian Rupees: THREE THOUSAND EIGHT HUNDRED AND NINETY FOUR RUPEES ONLY

	Taxable Value	Central Tax		State Tax	
		Rate	Amount	Rate	Amount
	3,300.00	9%	297.00	9%	297.00
Total	3,300.00		297.00		297.00

Tax Amount (in words) : FIVE HUNDRED AND NINETY FOUR RUPEES ONLY



Thanks & Regards,

Annaboina S Divya

Marketing Manager | +91 9100377088 | divya@propproperty.com

Experience the first online marketplace for Construction Industry!

Mehta Propproperty Online Pvt. Ltd. | www.propproperty.com

4-3-41/2, First Floor, Ghasmandi Road, Sec'bad, Telangana -500 003 | Ph: +91 040 48514361

9885000518

9030393300

www.propproperty.com

anand@propproperty.com

Mehta Propproperty Online Private Limited

#21, Bapubagh colony, 2nd floor Minister road, Lane besides Freshsuper market,
Secunderabad 500003