PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	23/8/22	Prepared by	Vanajakshi	Serial no.	7523
Supplier name	Shwetha Computers			HO inward no.	
Firm/Company	mlmpkllp	Project	GLHT	HO received date	
PO/WO date	18/7/22	PO/WO No.	90162	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	00016061	18/8/22	3,700/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No
5.				3

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,700/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	111031	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:	3,700/-
Amount E – PO / WO value:	3,700/-
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	29/8/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	[signature]				
Date	23/8/22				
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.

TAX INVOICE

☐ Original for Recepient ☐ Triplicate for Supplier
☐ Duplicate for Transporter ☐ Extra Copy

SHWETA COMPUTERS

SHOP NO. 1,2,3 AND 4, GROUND FLOOR , CHENOY TRADE CENTRE ,
PARKLANE ,SECUNDERABADTELANGANAHYDERABAD 500003
State Name 36 - Telangana
Phone:040-66143437,66143438,66143439,
Email:Shwetacomputers@shwetagroup.com
GSTIN:36ACUFS2935A1ZZ
PAN:ACUFS2935A

Bill To :
MEHTA & MODI REALTY KOWKUR LLP
5 4 187 3 and 4, 2nd Floor, Soham Mansion, M G Road,
Secunderabad, Hyderabad, Telangana, 500003
PH:8919278620
HYDERABAD - 500003
Phone :
State : 36 - Telangana
PO NO:90162 DATE:18-07-2022

Ship to:

Invoice No. : 00016061
Invoice Date : 18/08/2022
GSTIN : 36ABLFM7631F1Z3
PAN : ABLFM7631F
Due Date : 18/08/2022

SR : IRFAN
IRN : 8010057b6bf6ad8c472a8889462a1e9b09451c4a2839bff0 2decb133cfbd8cd3

Sl	Product Description	HSN/ SAC	Qty	Rate (incl GST)	Rate	Taxable Amount	CGST %	CGST Amt	SGST %	SGST Amt	IGST %	IGST Amt
1	HDD 1 TB LAPTOP SGT	84717020	1	3700.00	3135.59	3135.59	9	282.20	9	282.20	0	0.00
						3135.59						
	CGST				9.00	282.20						
	SGST				9.00	282.20						
	ROUND OFF				0.00	0.01						
	Grand Total:		1			**3700.00**						

INWARD
Inward No: 393 Dt: 18/8/22
MRN No: 11031 Dt: 24/8/22
Received By: Samar
MODI PROPERTIES

Rupees Three Thousand Seven Hundred Only.

Bank Details :
HDFC BANK PARADISE **A/C NO** : 50200010045314, **IFSC**: HDFC0000042

Terms & Condition :
1. No warranty for burnt/Physical damage goods.
2. For Warranty bring Product with box.
3. In case of default interest payable @ 24% p.a. from bill date
4. All disputes are subject to **HYDERABAD** jurisdiction
5. Payment should be sent through A/c payee cheque/Draft only
6. Standard Warranty 11 months from the date of Invoice.
7. No warranty on adaptor,cables,earphone,other accessories & consumbales products etc
8. Warranty on all the parts or equipments is as per Manufacturer standard policy
   and shall be directly provided by Manufacturers only.

SERVICE TIME : MONDAY TO FRIDAY 12 Noon to 5 PM

E.&O.E
For **SHWETA COMPUTERS**

AMIT SALES LLP R.R. DIST.
INWARD No: 98155 Date: 22/8/22

SHWETA COMPUTERS SEC-BAD

Authorised Signatory

Purchase Order

 19-07-2022 11:19:41

90162
14.07.22 12:47:27

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

Supplier Details

Shweta Computers	**Doc No**	90162	203050
Shop no. 1 to 4 & 1A, 2A, 58A, 59A, Chenoy Trade Centre, Parklane, Secunderabad - 500 003.	**Doc Date**	18-07-2022	
	Quote No	Nil	
GSTIN 36ACUFS2935A1ZZ	**Quote Date**	18-07-2022	
9248091726	**SupplyType**	Supply	

Kind Attn : Mr.Irfan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	776000 - COMP-Peripherals - Hard Disk-1 TB HDD- - - - Nos *1 TB*	1.00	3,700.00	0.00	0.00	3,700.00
				Total Order Value . . .		**3,700.00**

Rupees : Three Thousand Seven Hundred Only.

Terms and Conditions :-

Specification /	All items shall be of Seagate
Payment Terms	100% as advance
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Greenwood Heights Sy no: 196, Kowkur. Phone 040-66335551
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	3700 /-
Other Terms	We reserve the right to reject items not conforming to quality and specifications. above order for Site Eng Laptop 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 *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

Name : 19/07/22

Name :

Accepted the above Terms And Conditions

For ***Shweta Computers***

Date : __/__/____

Requisition Form					
Company Name:	Mehta & Modi Realty Kowkoor LLP	Date:	2022-07-16		
Site & Phase :	GHT	Time:			
Supplier:		Req. No.	203050		
Material required before date:		ID No.	78111		
S No	Item	Qty required	Qty available at site	Order Qty	Inward No
1	COMP7760-Peripherals-Hard Disk-1 TB HDD---Nos 90162	1	0	1	
2					
3					
4					
5					
6					
7					
8					
9					
10					
Remarks:	This is for site Eng laptop				
	Engineer	Project Manager	APPROVED	Purchase	
Prepared By:	Suneel		19 JUL 2022		
Approved By:			MINISH PARIKH MANAGER PROCUREMENT		
Sign & Date:					