PURCHASE DIVISION
Advice for approval for credit to supplier

8

Date:	24/8/22	Prepared by	Manoj	Serial no.	7354
Supplier name	Maa Sai Sealing			HO inward no.	
Firm/Company	MPPL	Project	MPL	HO received date	
PO/WO date	4/8/22	PO/WO No.	90733	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	95	13/8/22	20,650/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			18,880/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	110774	Proof of delivery matches MRN	□ Yes □ No
Amount B –Other Credits : Transportation charges			1770
Amount C –Other Debits :			–
Amount D (D=A+B-C) – Amount to be credited to the supplier:			20,650/-
Amount E – PO / WO value:			18,880/-
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:	Manoj	Venkatesh			
Sign:	Manoj				
Date	24/8/22	APPROVED 24 AUG 2022 P. VENKATESHWARLU MANAGER PURCHASE			
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 RECIPIENT)

MAA SAI SEATINGS 5th FLOOR,5-5-33,PLOT NO.105 TO 113/1 RK'S ELITE,MYTHRINAGAR ALLWYN COLONY KUKATPALLY,HYDERABAD GSTIN/UIN: 36AJZPK4074G1ZO State Name : Telangana, Code : 36 E-Mail : maasaiseatings@gmail.com	Invoice No. **95**	Dated **13-Aug-22**
	Delivery Note	Mode/Terms of Payment
	Reference No. & Date.	Other References **K.V.CHANDRASEKHAR**
Buyer (Bill to) **MODI PROPERTIES PVT LTD** 5-4-187/3&4,II ND FLOOR, M.G.ROAD,SECUNDERABAD. DELIVERY AT : MAY FLOWER PLATINUM SY 82/1,MALLAPUR, NACHARAM. GSTIN/UIN : 36AABCM4761E1ZM State Name : Telangana, Code : 36	Buyer's Order No. **90733/178615**	Dated **4-Aug-22**
	Dispatch Doc No.	Delivery Note Date
	Dispatched through	Destination
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**WORKSTATION TABLE** *SIZE : 1200X600X750* *ONE DRAW AND ONE STORAGE CABINATE*	9403	**2 nos**	8,000.00	nos	**16,000.00**
	TRANSPORTATION CHARGES					**1,500.00**
	CGST 9%					**1,575.00**
	SGST 9%					**1,575.00**
	Total		**2 nos**			**₹ 20,650.00**

INWARD
Inward No: 20102 Dt: 13/8/22
MRN No: 110714 Dt: 17/8/22
Received By: Sign:
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 98180
Date: 23/8/22
Sign:

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

INR Twenty Thousand Six Hundred Fifty Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
9403	17,500.00	9%	1,575.00	9%	1,575.00	3,150.00
Total	**17,500.00**		**1,575.00**		**1,575.00**	**3,150.00**

Tax Amount (in words) : **INR Three Thousand One Hundred Fifty Only**

Company's Bank Details
Bank Name : **ICICI BANK**
A/c No. : **631205501075**
Branch & IFS Code: **KUKATPALLY & ICIC0006312**

Company's PAN : **AJZPK4074G**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for MAA SAI SEATINGS

Authorised Signatory

This is a Computer Generated Invoice

Purchase Order

      05-08-2022 12:08:38

90733
29.07.22 12:09:35

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Maa Sai Seatings 5-5-33, F 505,RKs Elite, Vignanpuri Colony, Kukatpally, Hyderabad - 72.	**Doc No**	90733	178615
	Doc Date	04-08-2022	
	Quote No	Nil	
GSTIN 36AJZPK4074G1ZO	**Quote Date**	16-02-2022	
9246243243	**SupplyType**	Supply	

Kind Attn : K.V. Chandra Sekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	5513 - Furniture - Tables - NA - nos *4'x2',one draw and one storage cabinet*	2.00	8,000.00	0.00	18.00	18,880.00
			Total Order Value . . .			**18,880.00**

Rupees : Eighteen Thousand Eight Hundred Eighty Only.

Terms and Conditions :-

Specification /	Specifications and brands as per the quote given on 25-06-2021, colour is wenge
Payment Terms	After delivery and production of bill
Tax	Included in the above prices
Delivery Date	Within 4day.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation	Included in the above prices
Warranty	One year warranty
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order is for Office 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 ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : ______

Contact ..

Accepted the above Terms And Conditions

For ***Maa Sai Seatings***

Name : ______

Date : __/__/____

Requisition Form						
Company Name:	Modiproperties Pvt Ltd	Date:	24.06.2022			
Site & Phase :	Mayflower Platinum	Time:	06:05			
Supplier:		Req. No.	178615			
Material required before date:	28.06.2022	ID No.	77513			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	FUNF2555-Furniture & fixtures-Sofa-2Seater-Wakefit-Napper-2Seater-Nos	4	0	4		
2	FUNF5911-Furniture & fixtures-Sofa-1Seater-Wakefit-Napper-1Seater-Nos	3	0	3		
3	FUNF9114-Furniture & fixtures-Sofa-3Seater-Wakefit-Napper-3Seater-Nos	2	0	2		
4	FUNF7315-Furniture & fixtures-Coffee Table--Wakefit-Java--Nos	4	0	4		
5	FUNF9481-Furniture & fixtures-Standard desk -Wenge-Plain Grey colour-Maa Sai Seating-1200X600mm-N 90733	2	0	2		
6	FUNF1067-Furniture & fixtures-Book shelves with glass shutter -Wenge colour--1200x2100mm-Nos	2	0	2		
7	FUNF8601-Furniture & fixtures-Plastic chairs-White colour-Nilkamal-CHR2107--Nos	8	0	8		
8	CONS4941-Consumables-Door Mats ----Nos	10	0	10		
9						
10						
Remarks:	Towards Clubhouse use purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	R.Ashok		APPROVED			
Approved By:	K.Narender Reddy		04 AUG 2022			
Sign & Date:						