PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25/8/22	Prepared by	Vanajakshi	Serial no.	7412
Supplier name	Srisairohit marketing Company			HO inward no.	
Firm/Company	mlmpicup	Project	GCHT	HO received date	
PO/WO date	29/7/22	PO/WO No.	90536	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	099	17/8/22	5,740/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No
5.				

Amount A – Bills total (Excluding Transport & Hamali Charges):			5,740/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	111104	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:			5,740/-
Amount E – PO / WO value:			5,740/-
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	25/8/22				
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.

GST NO. : 36AMHPC9678H1ZM

TAX INVOICE

Original for Recipient
Duplicate for Supplest / Transport
Triplicate for Supplier

SRI SAI ROHITH MARKETING COMPANY

Dealers In: All kinds of Aluminium Section Sheets, Glass, Plawood & Hardware Etc.,

Road No. 8, N.F.C. Main Road, Plot No. 66, Krishna Nagar, H.B. Colony, Moula-Ali, Hyderabad-500040. (T.S) Mob. : 9866512288

INV. NO. 093 INVOICE DATE : 17-8-2022

TRANSPORTATION NAME : ......

VEHICLE NO. : ...... L/R No. ......

DATE & TIME OF SUPPLY ......

PLACE OF SUPPLY ......

DETAILS OF RECEIVER (BILLED TO)

Mehta & Modi Realty Kokkur LLP
MG Road Solan Mansion Secbad

STATE CODE : ...... GSTIN NO. 36AABLFM7631F1Z3

DETAILS OF CONSIGNEE (SHIPPED TO)

Site at Kokkur

STATE CODE : ...... GSTIN NO. ......

S.No.	HSN CODE	DESCRIPTION	QUANTITY	RATE	AMOUNT Rs. Ps.
	4412	Gum Plywood. 8mm.	484-	38/-	4864=00

INWARD
Inward No: 12960 Dt: 17/08/22
MRN No:
Received By:
MEHTA & MODI REALTY KOKKUR LLP
12:49

SUMMIT SALES LLP R.R. DIST.
INWARD No. 9827 Date: 25/8/22 Sign:

TOTAL BEFORE TAX		4864=00
ADD : CGST	9%	437=64
ADD : SGST	9%	437=64
ADD : IGST		/
TAX AMOUNT GST		
GRAND TOTAL		5739=52

BANK DETAILS : HDFC BANK, HABSIGUDA BRANCH
SRI SAI ROHITH MARKETING CO
A/C. No. 50200007478658 IFSC CODE : HDFC0000368

Rupees in words : ......

Once goods will not be taken back
Interest @24% p.a. will be charged if payment not made within 15 days from the date of the Bill.
Subject to Secunderabad Jurisdiction only.
We are not Responsibility Cases sooner the goods leave our premises
E.O.F.,

7337528678

Receiver Stamp & Signature ......

For **SRI SAI ROHITH MARKETING CO**

Authorised Signature

Purchase Order

 30-07-2022 12:30:22

90536
29.07.22 12:09:34

Copy

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

Supplier Details			
Sri Sai Rohith Marketing Company	**Doc No**	90536	142090
New Narsimhanagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad - 500 076.	**Doc Date**	29-07-2022	
	Quote No	nil	
GSTIN 36AMHPC9678H1ZM	**Quote Date**	21-07-2022	
9866512288	**SupplyType**	Supply	

Kind Attn : Mr. C. Laxman Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2229 - Carpentry - wood - Plywood - 6mm - sft *4no's*	128.00	38.00	0.00	18.00	5,739.52
			Total Order Value . . .			**5,739.52**

Rupees : Five Thousand Seven Hundred Thirty Nine and Paise Fifty Two Only.

Terms and Conditions :-

Specification /	All items shall be of 'Hardwood plywood, Laminate is greenlam
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Within 4days.
Delivery Location	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
Penality For Delay	Nil
Transportation	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Damage is in suppliers account, Above order for GHT site work, 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

30/07/22

Name : ____________________

Accepted the above Terms And Conditions

For ***Sri Sai Rohith Marketing Company***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Mehta & Modi Realty Kowkur LLP	Date:	21-07-2022
Site & Phase :	GHT	Time:	11.35
Supplier	SSLLP	Req. No.	142090
Material required before date: 22-07-2022		ID No.	78252

No	Description	Size	Quantity	Units	Inward No	Date
1	FLY WOOD 6 MM	4 X8	04	SHEETS		
2	PO - 90536					
3						
4						
5						
6						
7						
8			APPROVED			
9						
10			30 JUL 2022			

Remarks: - For ght site work puropose

MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	A Suresh	Approved by	
Sign.& Date	27-07-2022	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.