PURCHASE DIVISION

Advice for approval for credit to supplier

2

Date:	12/09/22	Prepared by	Venkatesh	Serial no.	**8212**
Supplier name	M. Sudarshan			HO inward no.	
Firm/Company	NE	Project	NE	HO received date	
PO/WO date	04/08/2022	PO/WO No.	90728	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	196	23/8/22	12177200	☑ Yes □ No
2.			—	□ Yes □ No
3.			—	□ Yes □ No
4.			—	□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	12,177200
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	Installation Report	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:	12177200
Amount E – PO / WO value:	12177200
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	19/09/2022
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:		Venky			
Date		APPROVED 12 SEP 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

P. VENKATESHWARLU
MANAGER PURCHASE

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 INVOCIE

Cell : 9849102251

M. SUDARSHAN

FABRICATION OF ALUMINIUM PARTITIONS, DOORS, WINDOWS & INTERIOR WORKS

D.No. 1348, Pioneer Bazar, Bollarum, Secunderabad - 500 010. T.S.
Email : sudarshan.maheshwaram@yahoo.com

GSTIN No. 36BBIPM8347N1ZW

Name : Nilgiri Estate's 5-4-187/3&4 II Floor M-G Road Secbad	Bill No. 196 Date : 23-8-22
	D.C No. Date :
GST No 36 AAHFN0766F1ZA	Order No. 90728 Date :

Sl No	PARTICULARS	HSN CODE	FOR SIZE	QTY	FOR SFT	Amount Rs.	Ps.
1	Aluminium Powder Coating 3 Track Sliding windows with 4mm plain glass 3'-0 X 4'-0 x 2 Nos V NO 148, 150			SFT 24-0	430=00	10320	00

Rupees In Words : Twelve thousand one hundred Seventy Seven and Sixty Paise only					
	SUB TOTAL			10320	00
	SGST %	9		928	80
	CGST %	9		928	80
	IGST %				
	GRAND TOTAL			12177	60

TERMS & CONDITIONS :

1. Goods once sold wiil not be taken back and No claim for shortage or damage will be entertained.
2. Cheque disgonour Rs. 500/- Extra
2. Our responsbility ceases no seener goods are handed over to the carring agency.
4. Subject to secunderabad Jurisdiction Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 981898 Date: 23/8/22 Sign:

For **M. SUDARSHAN**

Sudarshan

Signature

Purchase Order

 04-08-2022 1:30:06 PM

90728
29.07.22 12:09:35

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details			
Mr. M. Sudarshan	**Doc No**	90728	175515
H.No. 1348, Pioneer Bazar, Bolarum, Secunderabad.	**Doc Date**	04-08-2022	
	Quote No	NIL	
	Quote Date	04-08-2022	
9849102251	**SupplyType**	Supply	

Kind Attn : Mr. M. Sudarshan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST%	Amount
1	461900 - WIND-Windows - Al-Sliding with mesh-- - 900WX1200Hmm - Nos *3-Track 3'x4'-2 Nos*	24.00	430.00	0.00	18.00	12,177.60
					Total Order Value . . .	**12,177.60**

Rupees : Twelve Thousand One Hundred Seventy Seven and Paise Sixty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of ___ brand/company
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Within 4 days
Delivery Location	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. 9030931172
Penality For Delay	5% penalty for delay in delivery beyond due date.
Transportation Cost	Included in the above price.
Warranty	Nil
Advance Paid	NIL
Other Terms	Payment will be made only after inspection of material.Above order for Villa No-148,150 purpose.
Completion Date	NA
Measurment	Nil
Security	Nil
Remarks	Delivery at NE-Pocharam Contact Person Mr Vijay-9849497484.

For ***Nilgiri Estates***
Authorised Signatory

04/08/22

Name : ____________

Contact ...

Accepted the above Terms And Conditions
For ***Mr. M. Sudarshan***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	Nilgiri eststes	Date:	07-07-2022			
Site & Phase :	NE	Time:	05:16			
Supplier:		Req. No.	175515			
Material required before date:	Urgent	ID No.	77839			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	WIND4619-Window-Sliding with mesh-Aluminium--900WX1200Hmm-Nos	2	0	2		430/-Sft
	3r Track 3'x4'					+18%.
Remarks:	For villa no 148, 150					
	PO: 90728					
	Engineer	Project M		Purchase		MD
Prepared By:	ANIL.M	G.VIjay raj				
Approved By:						
Sign & Date:						

APPROVED
04 AUG 2022
MINISH PARIKH
MANAGER PROCUREMENT