

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		13/9/22		Prepared by		Y. M. W. K. A. N.		Serial no.			
Supplier name		Meha's Prop Property Online RTG						HO inward no.			
Firm/Company		Maha's Reality Malak		Project		Cep		HO received date			
PO/WO date				PO/WO No.		4114		Scan ID.			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	SAL/81	5/9/22	15,576 / -	☐ 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:				15,576 / -	
Amount E – PO / WO value:				15,576	
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		19/9/22			
Remarks:					

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Y. M. W. K. A. N.				
Sign:					
Date	13/9/22				
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 weightment 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 Statem Name : Telangana, Code :03 Modi Realty (Mallapur) LLP 5-4-187/3&4, 2nd Floor, Soham Mansion MG Road Secunderabad Hyderabad GSTIN/UIN: 36AAEFM1459R1ZP Statem Name : Telangana, Code :03			Invoice No. SAL/81 Invoice Date. 05/09/2022 Mehta Propproperty Online Private Limited Account Details Account Holder Name: MEHTA PROPPROPERTY ONLINE PRIVATE LIMITED Account Number: 009763300000776 IFSC Code: YESB0000097	
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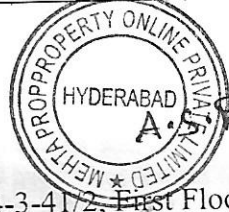
S.No	Project Name	Address	Qty	Rate	Amount
1	Gulmohar Residency - GMR	Mallapur	20	660	13,200.00
	CGST +9%	Near Habsiguda			1,188.00
	SGST +9%	Hyderabad			1,188.00
Total					15,576.00

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

Indian Rupees: FIFTEEN THOUSAND FIVE HUNDRED AND SEVENTY SIX RUPEES ONLY

	Taxable Value	Central Tax		State Tax	
		Rate	Amount	Rate	Amount
	13,200.00	9%	1,188.00	9%	1,188.00
Total	13,200.00		1,188.00		1,188.00

Tax Amount (in words) : TWO THOUSAND THREE HUNDRED AND SEVENTY SIX RUPEES ONLY



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Thanks & Regards,
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