PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	07/10/22	Prepared by	Venkatesh	Serial no.	9118
Supplier name	M/s Sai Sentings			HO inward no.	
Firm/Company	NE	Project	NE	HO received date	
PO/WO date	28/09/22	PO/WO No.	92361	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	137	01/10/22	10 620 200	☑ Yes □ No
2.			—	□ Yes □ No
3.			—	□ Yes □ No
4.			—	□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	10,620200
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	112405	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:	10620200
Amount E – PO / WO value:	10620200
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	10/10/2022
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Venkat			
Sign:		APPROVED			
Date		07 OCT 2022			
Approval limit	Upto 20k	Above 20k P. VENKATESHWARLU MANAGER PURCHASE	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

Buyer (Bill to)
NILGIRI ESTATES
5-4-187/3&4,II ND FLOOR,
M.G.ROAD,SECUNDERABAD.
DELIVERY AT :
NILGIRI ESTATES
SY.NO.143/133/134/135/136,
RAMPALLY VILLAGE.
GSTIN/UIN : 36AAHFN0766F1ZA
State Name : Telangana, Code : 36

Invoice No. **137**	Dated **1-Oct-22**
Delivery Note	Mode/Terms of Payment
Reference No. & Date.	Other References **K.V.CHANDRASEKHAR**
Buyer's Order No. **92361/175533**	Dated **28-Sep-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	**KABIL CHAIR**	9403	**2 nos**	4,500.00	nos	**9,000.00**
	CGST 9%					**810.00**
	SGST 9%					**810.00**
	Total		**2 nos**			**₹ 10,620.00**

Amount Chargeable (in words)
INR Ten Thousand Six Hundred Twenty Only

E. & O.E

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
9403	9,000.00	9%	810.00	9%	810.00	1,620.00
Total	**9,000.00**		**810.00**		**810.00**	**1,620.00**

Tax Amount (in words) : **INR One Thousand Six Hundred Twenty 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

INWARD
Inward No: 11919 Dt: 1/10/22
MRN No: 112405 Dt: 3/10/22
Received By: Bishnu Sign:
NILGIRI HEIGHTS

This is a Computer Generated Invoice

SUMMIT SALES LLP R.R. DIST.
IN WARD
No. 99921
Date: 9/1/24
Sign:

Purchase Order

 29-09-2022 11:05:21

92361
16.09.22 3:01:08

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

Supplier Details			
Maa Sai Seatings 5-5-33, F 505,RKs Elite, Vignanpuri Colony, Kukatpally, Hyderabad - 72. **GSTIN** 36AJZPK4074G1ZO 9246243243	**Doc No**	92361	175533
	Doc Date	28-09-2022	
	Quote No	Nil	
	Quote Date	28-09-2022	
	SupplyType	Supply	

Kind Attn : K.V. Chandra Sekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	856800 - FUNF-Furniture & fixtures - Chair with Caster-Black colour-Maa Sai Seating - - - Nos	2.00	4,500.00	0.00	18.00	10,620.00
					Total Order Value . . .	**10,620.00**

Rupees : Ten Thousand Six Hundred Twenty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of Kabil Chair with Caster.
Payment Terms	50% Advance and balance 50% after delivery and completion of the work.
Tax	All taxes included in above price.
Delivery Date	Within 7days.
Delivery Location	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. 9030931172
Penality For Delay	Nil
Transportation Cost	Included in above price.
Warranty	One year
Advance Paid	Rs.5310/- to be pay vide cheque no...........
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Above order is for commercial complex purpose.
Completion Date	Work shall be completed within 3days from the date of the work order.
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 ***Nilgiri Estates***

Authorised Signatory

Venu 28/09/22

Name : ____________

Accepted the above Terms And Conditions

For ***Maa Sai Seatings***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	NE	Date:	27.09.22			
Site & Phase :	NE	Time:	11:20			
Unit No./Block No.						
Supplier:		Req. No.	175533			
Material required before date:	30.09.22	ID No.	80092			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	FUNF8568-Furniture & fixtures-Chair with Caster-Black colour-Maa Sai Seating--Nos 92361	2		2		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	for guest room purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	A.Sravani					
Approved By:	Vijay Raj					
Sign & Date:						

APPROVED
28 SEP 2022
P. VENKATESHWARLU
MANAGER PURCHASE

Tax Invoice *(DUPLICATE FOR TRANSPORTER)*

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. **137**	Dated **1-Oct-22**
	Delivery Note	Mode/Terms of Payment
	Reference No. & Date.	Other References **K.V.CHANDRASEKHAR**
Buyer (Bill to) **NILGIRI ESTATES** 5-4-187/3&4,II ND FLOOR, M.G.ROAD,SECUNDERABAD. DELIVERY AT : NILGIRI ESTATES SY.NO.143/133/134/135/136, RAMPALLY VILLAGE. GSTIN/UIN : 36AAHFN0766F1ZA State Name : Telangana, Code : 36	Buyer's Order No. **92361/175533**	Dated **28-Sep-22**
	Dispatch Doc No.	Delivery Note Date
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	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
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Received By: Bishnu Sign:
NILGIRI HEIGHTS

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 9992
Date: 3/10/22
Sign: