

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/10/22	Prepared by	CPHAKH	Serial no.	
Supplier name	PRITANICA PRINTER			HO inward no.	
Firm/Company	Man. Pritanica	Project	WTO	HO received date	
PO/WO date	22/9/22	PO/WO No.	92213	Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	575	29/8/22	5850	☐ 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.:	112711			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:				5850	
Amount E – PO / WO value:				5850	
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			19/10/22		
Remarks:					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	CPHAKH				
Sign:					
Date	10/10/22				
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.

TAX INVOICE CASH / CREDIT

Cell : 98495 58805
93987 02763

PRIYANKA PRINTERS

★ OFFSET PRINTING ★ SCREEN PRINTING ★ LETTER PADS
★ INVITATIONS ★ VISTING CARDS ★ ID CARDS ★ BROUCHERS ★ PHAMPLATES
★ OFFICE FILES ★ STICKERS ETC.,

9-5-80/2A, Anjalaha Nagar, Old Bowenpally, Hyderabad - 500 011, Telangana State.
Email : priyankaprinters4@gmail.com

Date : 29/08/2022

No. 575

M/s Mod Properties Pvt. Ltd

M.G. Road, Secunderabad.

Party GSTIN. 36AABCM4161E1ZM

SI No.	PARTICULARS	HSN Code	Qty	Rate	Amount Rs. Ps.
1.	flat files		300	19.50 =	5,850 =

INWARD	
Inward No: 412	Date: 29/8/22
MRN No:	Di:
Received By: Shem'br	Sign: [Signature]
MODI PROPERTIES	

E. & O.E.

Rupees Five thousand

Eight hundred and

fifty only.

Bank Details

Bank : Punjab & Sind Bank

A/c : 03191100022739

Branch : Secunderabad Park Lane

IFSC Code : PSIB0000319

CGST

SGST

TOTAL

5,850 =

GSTIN: 36AROPK5593K1Z0

Composite Scheme

Goods once sold Cannot be taken back

Subject to Secunderabad jurisdiction

For PRIYANKA PRINTERS

[Signature]

For Mod Properties Pvt.Ltd.

Authorised Signatory

Accepted the above Terms And Conditions

For Priyanka Printers

Name : [Signature]

Name : _____

Date : _/_/

Contact :-

Purchase Order

22-09-2022 15:42:52

Original

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

92213
16.09.22 3:01:07

Supplier Details

Priyanka Printers
1-4-5/37/A, Bholakpur, Hyderabad

GSTIN -

9849558805

Doc No	92213	167254
Doc Date	22-09-2022	
Quote No		
Quote Date	22-09-2022	
SupplyType	Supply	

Kind Attn : Mr. Venu

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	IGST	Amount
1 464200 - PROM-Promotions - Files-Pre Printed- - 100nos - Per file Flat Files	300.00	19.50	0.00	0.00	5,850.00
Total Order Value . . .					5,850.00
Rupees : Five Thousand Eight Hundred Fifty Only.					

Terms and Conditions :-

Specification / Brand	Flat Files
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	29-08-2022
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penalty For Delay	Nil
Transportation Cost	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.
Completion Date	29-08-2022
Measurment	Nil
Security	Nil
Remarks	Nil

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Priyanka Printers**

Name : _____

Contact --

Name : _____

Date : _/_/