PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21/11/22	Prepared by	Venkatesh	Serial no.	10726
Supplier name	Venkataramana Stationery & Binding			HO inward no.	
Firm/Company	MRM LLP	Project	NGH	HO received date	
PO/WO date	07/11/22	PO/WO No.	93702	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	947	08/11/22	21,832/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	21,832/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 113701 — 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:	2,832
Amount E – PO / WO value:	21,832
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	28/11/22
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Venu			
Sign:		[signature]			
Date		APPROVED 22 NOV 2022 P. VENKATESHWARLU			
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

Ph: 040 - 27842572
Cell: 9849360076 / 99665 18678

VENKATARAMANA STATIONERY AND BINDING WORKS

Note Books, Registers, Account Books, Stationery & Xerox Paper Etc. Available

#1-5-85, General Bazar, Secunderabad - 500 003. Email: venkatramana.bindingworks@gmail.com

To
M/S. Modi Realty Pocharam LLP
M.G. Road

GSTIN 36ABIFM1836H1Z7

Order No 93702 Date

Delivery Challan No Date

Bill No. [redacted] 2022-23 947 Date 8/11/22

Sl No	PARTICULARS	HSN Code	Qty	Rate	12% GST	18% GST	0% -5% GST	Amount Rs. Ps.
1	Concrete Tape		30	80/-		2400=00		
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

Total		2400		
SUB Total				
CGST		216		
SGST		216		
Grand Total		2832		2832=00

INWARD
Inward No: 12069 Dt: 11/11/22
MRN No: 113701 Dt: 11/11/22
Received By: Bishnu Sign:
NILGIRI HEIGHTS

Rupees ....

Receiver's Signature & Seal

SUMMIT SALES LLP
IN WARD
No: 10492
Date: 16/11/22
Sign:
R.R. DIST.

GSTIN: 36AEJPP5811M1Z2

Terms & Conditions
Goods once sold will not be taken back
Interest @2%p.m. if not paid within 30 days time
Subject to Secunderabad Jurisdiction.

THE COSMOS CO-OP BANK LTD. M.G. Road, Secunderabad.
RTGS / NEFT CODE COSB0000069 A/C No. 069100102707

For: VENKATARAMANA STATIONERY AND BINDING WORKS

Signature

Purchase Order

 07-11-2022 3:48:11 PM

93702
01.11.22 2:52:16

From Company : **Modi Realty Pocharam LLP**
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500
G S T No. : 36ABIFM1836H1Z7

Supplier Details			
Venkatramana Stationery & Binding works 1-5-85, General Bazar, Sec-Bad -500 003.	**Doc No**	93702	182294
	Doc Date	07-11-2022	
GSTIN 36AEJPP5811M1Z2	**Quote No**	NIL	
27842572 9849360076	**Quote Date**	05-11-2022	
	SupplyType	Supply	

Kind Attn : Mr. Prathap

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	388200 - HARD-Hardware - Concrete Tape-- - 75mmX85mtrs - Nos	30.00	80.00	0.00	18.00	2,832.00
					Total Order Value . . .	**2,832.00**

Rupees : Two Thousand Eight Hundred Thirty Two Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Nilgiri Heights pocharam Phone. .9849497484
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order for Block - A - slab -7,8 -shuttering work purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For ***Modi Realty Pocharam LLP***

Authorised Signatory

Name : 08/11/22

Name : ____________

Accepted the above Terms And Conditions

For ***Venkatramana Stationery & Binding works***

Date : __/__/____

Requisition Form						
Company Name:	MRPLLP					
Site & Phase :	NGH	Date:	05-11-2022			
Unit No./Block No.	Block - A - Slab - 7, 8 - Shuttering work Purpose	Time:	13.15			
Supplier:						
Material required before date:	07-11-2022	Req. No.	182294			
S No	Item	ID No.	181252			
		Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	HARD3882-Hardware-Concrete Tape---75MMX85mtrs-Nos 80+18-/-	30				
2						
3						
4	venka 92588. 93702					
5						
6						
7						
8						
9						
10						
Remarks:	Block - A - Slab - 7, 8 - Shuttering work Purpose					
	Engineer	Project Manager		Purchase	MD	
Prepared By:	Vijay Raj					
Approved By:						
Sign & Date:	05-11-2022					

APPROVED
08 NOV 2022
MINISH PARIKH
MANAGER PROCUREMENT