

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 29/11/22		Prepared by: C. M. N. K.		Serial no.	
Supplier name: MCHS PROPPROPENTY CHINE PVT LTD		Project: MCHS REALITY		HO inward no.	
Firm/Company: MCHS REALITY		PO/WO No.		HO received date	
PO/WO date		PO/WO No.		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	SAL/100	15/11/22	1557/	☐ 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: ☐ DC bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN no.:	Proof of delivery matches MRN	☐ Yes ☐ No
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Amount B - Other Credits : Transportation charges

Amount C - Other Debits :

Amount D (D=A+B-C) - Amount to be credited to the supplier:

Amount E - PO / WO value: 1557/

Amount F - Difference (A - E): 1557

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: 5/12/22

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	C. M. N. K.				
Sign:					
Date:	29/11/22				
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, Every 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
(Pocharam) LLP

5-4-187/3&4, 2nd Floor, Soham Mansion

MG Road Secunderabad

Hyderabad

GSTIN/UIN: 36ABIFM1836H1Z7

Statem Name : Telangana, Code :03

Invoice
No.

SAL/100

Invoice
Date.

15/11/2022

Mehta Propproperty Online Private Limited
Account Details
Account
Holder Name:

MEHTA PROPPROPERTY ONLINE PRIVATE LIMITED

Account
Number:

009763300000776

IFSC Code:

YESB0000097

S.No	Project Name	Address	Qty	Rate	Amount
1	Nilgiri Heights	Pocharam	2	660	1,320.00
	CGST +9%	Near Infosys			118.80
	SGST +9%	East Hyderabad			118.80
Total					1,557.60

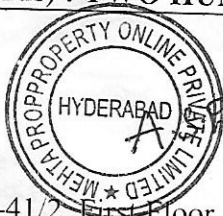
Amount Chargeable(in words)

1,557.60

E.&O.E

Indian Rupees: ONE THOUSAND FIVE HUNDRED AND FIFTY SEVEN RUPEES ONLY

	Taxable Value	Central Tax		State Tax	
		Rate	Amount	Rate	Amount
	1,320.00	9%	118.80	9%	118.80
Total	1,320.00		118.80		118.80

Tax Amount (in words) : TWO HUNDRED AND THIRTY SEVEN RUPEES ONLY

Thanks & Regards,

Annaboina S Divya

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