

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 12/12/22		Prepared by: <i>Y. MUKHERJEE</i>		Serial no.	
Supplier name: MCHTA PROP PROPERTY ONLINE PVT LTD		Project: UP		HO inward no.	
Firm/Company: MOVI. KAREE NAKARIK		PO/WO No.		HO received date	
PO/WO date				Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	SAL/107	6/12/22	14018	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A - Bill total (Excluding Transport & Handle Charges):

Proof of delivery by way of: ☐ DCs/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: 14018

Amount F - Difference (A - E): 14018

Quantity received as per PO/WO: ☐ Yes ☐ Excess received ☐ Short received ☐ Part received

Class PO / WO: ☐ Yes ☐ No - wait for balance material ☐ Other

Payment - due date: 19/12/22

Remarks:

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	<i>Y. MUKHERJEE</i>	<i>[Signature]</i>			
Sign:	<i>[Signature]</i>	<i>[Signature]</i>			
Date:	12/12/22				
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, Every bills, test reports, etc. 4. In Amount A, exclude transport, Handle 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

State Name : Telangana, Code :03

Invoice No.

SAL/107

Invoice Date.

06-12-2022

Mehta Propproperty Online Private Limited
Account Details

Account Holder Name:

**MEHTA PROPPROPERTY
ONLINE PRIVATE LIMITED**

Account Number:

009763300000776

IFSC Code:

YESB0000097

**Modi Realty
(Mallapur) LLP**

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

MG Road Secunderabad

Hyderabad

GSTIN/UIN: 36AAEFM1459R1ZP

State Name : Telangana, Code :03

S.No	Project Name	Address	Qty	Rate	Amount
1	Gulmohar Residency - GMR	Mallapur	18	660	11,880.00
	CGST +9%	Near Habsiguda			1069.2
	SGST +9%	Hyderabad			1069.2
Total					14,018.40

Amount Chargeable(in words)

E.&O.E

Indian Rupees : FOURTEEN THOUSAND AND EIGHTEEN RUPEES ONLY

	Taxable Value	Central Tax		State Tax	
		Rate	Amount	Rate	Amount
	11,880.00	9%	1069.2	9%	1069.2
Total	11,880.00		1069.2		1069.2

Tax Amount (in words) : TWO THOUSAND ONE HUNDRED AND THIRTY EIGHT RUPEES ONLY
Thanks & Regards,

Annaboina S Divya

Marketing Manager | +91 9100377088 | divya@propproperty.com

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4-3-41/2, First Floor, Ghasmandi Road, Sec'bad, Telangana -500 003 | Ph: +91 040 48514361

