

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		12/12/22		Prepared by		P. M. N. S.		Serial no.			
Supplier name		Maha Properties online PVT LTD						HO inward no.			
Firm/Company		Modi Realty Project						HO received date			
PO/WO date		12/12/22		PO/WO No.		NCH		Scan ID.			
Sl no.	Bill no.	Bill date		Bill amount		Original attached					
1.	SAL/108	6/12/22		9345/		☐ 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.:								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:											
Amount E - PO / WO value: 9345/											
Amount F - Difference (A - E): 9345/											
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				19/12/22							
Remarks:											
Approved by		Purchase Officer		Purchase Manager		MD		Accountant		Accounts Manager	
Name:		P. M. N. S.									
Sign:											
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, include 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/UTIN: 36AAKCM3777H1Z1 State Name : Telangana, Code :03			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Invoice No.</td> <td>SAL/108</td> </tr> <tr> <td>Invoice Date.</td> <td>06-12-2022</td> </tr> <tr> <td colspan="2">Mehta Propproperty Online Private Limited</td> </tr> <tr> <td colspan="2">Account Details</td> </tr> <tr> <td>Account Holder Name:</td> <td>MEHTA PROPPROPERTY ONLINE PRIVATE LIMITED</td> </tr> <tr> <td>Account Number:</td> <td>009763300000776</td> </tr> <tr> <td>IFSC Code:</td> <td>YESB0000097</td> </tr> </table>			Invoice No.	SAL/108	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
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Modi Realty (Pocharam) LLP 5-4-187/3&4, 2nd Floor, Soham Mansion MG Road Secunderabad Hyderabad GSTIN/UTIN: 36ABIFM1836H1Z7 State Name : Telangana, Code :03																			
S.No	Project Name	Address	Qty	Rate	Amount														
1	Nilgiri Heights CGST +9% SGST +9%	Pocharam Near Infosys East Hyderabad	12	660	7,920.00 712.8 712.8														
Total					9,345.60														
Amount Chargeable(in words)					E.&O.E														
Indian Rupees : NINE THOUSAND THREE HUNDRED AND FORTY FIVE RUPEES ONLY																			
	Taxable Value	Central Tax		State Tax															
		Rate	Amount	Rate	Amount														
	7,920.00	9%	712.8	9%	712.8														
Total	7,920.00		712.8		712.8														
Tax Amount (in words) : ONE THOUSAND FOUR HUNDRED AND TWENTY FIVE RUPEES ONLY																			
Thanks & Regards, Annaboina S Divya Marketing Manager +91 9100377088 divya@propproperty.com Experience the first online marketplace for Construction Industry! Mehta Propproperty Online Pvt. Ltd. www.propproperty.com # 4-3-41/2, First Floor, Ghasmandi Road, Sec'bad, Telangana -500 003 Ph: +91 040 48514361 																			