PURCHASE DIVISION

Advice for approval for credit to supplier

11967

Date:	22/12/22	Prepared by	A Shajyothi	Serial no.	
Supplier name	Venkatramana Stationery & Binding works			HO inward no.	
Firm/Company	Dr. NRK	Project	Neatopolis	HO received date	
PO/WO date	13/12/22	PO/WO No.	94978	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	1128/22-23	14/12/22	47,200/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	47,200/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	115091	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:	47,200/-
Amount E – PO / WO value:	47,200/-
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	26/12/22
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	A Shajyothi	APPROVED			
Sign:	Ashs	23 DEC 2022			
Date	22/12/22	...SH PARIKH ... PROCUREMENT			
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. DR. NRK Biotech private Limited

GSTIN 36AACCD2775Q1Z3

Order No 94978 Date 12/12/2022

Delivery Challan No Date

Bill No. 2022-23 1578 1128 Date 14/12/2022

Sl No	PARTICULARS	HSN Code	Qty	Rate	12% GST	18% GST	0% -5% GST	Amount Rs.	Ps.
1	Concrete tape.		500R	80		40000			
2									
3									
4									
5									
6									
7									
8									
9									
10									
11	V.No-TS10UB8387								
12	TIME-10:30								
13									
14									
15									
16									
17									
18									
19									
20									

INWARD
Inward No: 9641 Dt: 15/12/22
MRN No: 11509 Dt: 16/12/22
Received By: NIRAJ Sign:
DR NRK BIOTECH PVT LTD

Rupees 47200

Total				
SUB Total		40000		
CGST		3600		
SGST		3600		
Grand Total		47200		47200 00

SUMMIT SALES LLP IN WARD No: 102797 Date: 17/12/22 Sign: R.R. DIST.

Receiver's Signature & Seal

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

 13-12-2022 15:53:08

94978
29.11.22 5:59:41

From Company : **DR.NRK Biotech Private Limited**
Plot no.11,, TSIIC Industrial Development Area, Sno.230 to 243, T
Malkajgiri, Telangana, 500078
G S T No. : 36AACCD2775Q1Z3

Supplier Details			
Venkatramana Stationery & Binding works	**Doc No**	94978	186464
1-5-85, General Bazar, Sec-Bad -500 003.	**Doc Date**	13-12-2022	
	Quote No	nil	
GSTIN 36AEJPP5811M1Z2	**Quote Date**	12-12-2022	
27842572 9849360076	**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	500.00	80.00	0.00	18.00	47,200.00
					Total Order Value . . .	**47,200.00**

Rupees : Fourty Seven Thousand Two Hundred Only.

Terms and Conditions :-

Specification / Brand	All items shall be of ___ brand/company
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Nextopolis Sy No 230 to 243, plot no 11, turkapally, shamirpet, medchal Phone. .
Penality For Delay	Nil
Transportation Cost	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 main block slab 07 use use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	Original Invoice +copy of proof of delivery is required to process invoice for payment .Do not send Original invoice to site .Original invoices must e sent to Ho office or purchase site office .Proof of delivery /Dc can be sent by email.

For ***DR.NRK Biotech Private Limited***

Authorised Signatory

Name : 14/12/2022

Accepted the above Terms And Conditions

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

Name : ______________

Date : __/__/____

Requisition Form						
Company Name:	Dr Nrk BioTech Pvt Ltd	Date:	12.12.2022			
Site & Phase:	Nextopolis	Time:	11:40			
Unit No./Block No.	Main Building					
Supplier:		Req. No.	186464			
Material required before date:		ID No.	82401			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	HARD7833-Hardware-Concrete Tape---75mmX85mtrs-Nos	500		500		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	Towards main block slab-04 use purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	S Shravya					
Approved By:	C Balamurailkrishna					
Sign & Date:	12.12.2022	12/12/22				

PO894978.

APPROVED
14 DEC 2022
MINISH PARIKH
MANAGER PROCUREMENT