

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 26/12/22		Prepared by: C. MUKHI		Serial no.	
Supplier name: TOSH MCOIA		Project: up		HO inward no.	
Firm/Company: MCOI Realty Pvt. Ltd.		PO/VO No. 144		HO received date	
PO/VO date		Scan ID			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1	104	11/11/22	11800	☐ Yes ☐ No
2				☐ Yes ☐ No
3				☐ Yes ☐ No
4				☐ Yes ☐ No

Amount A - Bills total (Including Transport & Freight Charges):

Proof of delivery by way of ☐ DC bill ☐ Steel report ☐ RMC pass report ☐ Solid block report ☐ Installation report

MRN no.: _____ 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/VO value: 11800

Amount F - Difference (A - E): 11800

Quantity received as per PO/VO ☐ Yes ☐ Excess received ☐ Short received ☐ Part received

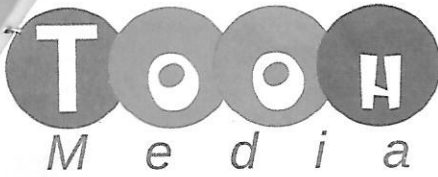
Close PO/VO ☐ Yes ☐ No - wait for balance material ☐ Other

Payment - due date

Remarks:

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	C. MUKHI				
Sign:					
Date:	26/12/22				
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 3 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, Entry bills, test reports, etc. 4. In Amount A, include transport, Freight charges, etc., and interest include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.



INVOICE

Name : M/S. Modi Realty Pocharam LLP,
Address : MG Road
City : Secundrabad
GSTIN: 36ABIFM1836H1Z7
P.O No: Varbal
Period: 01/11/2022 to 30/11/2022
State of Supply: Telangana

Date: December 5, 2022
Inv. No.: 104
Pan No.: AAMFT3704G
GSTIN: 36AAMFT3704G1Z5
HAC Code: 998361
Campaign: Modi Builders
State Code: 36

Sr	PARTICULARS	Number Of Months	Hoarding Charges per	TOTAL
			Months	
1	Jodimetla Bus Bay @ Medha Servo Area: 205sft	1	10000	10,000
				10,000
	CGST @ 9%			900
	SGST @ 9%			900
	(Rupees Eleven Thousands Eight Hundred Only)			11,800

Payment Details

ALL PAYMENTS TO BE MADE IN THE NAME OF
"T OOH MEDIA"
Bank NAME: KOTAK MAHINDRA BANK
Account No: 2512118952
IFSC Code: KKBK0007477
Branch: Tirumalagiri



FOR T OOH MEDIA

(AUTHORISED SIGNATORY)

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