PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	23/12/22	Prepared by	Deepa	Serial no.	12023
Supplier name	MVCC computers			HO inward no.	
Firm/Company	Mayflower Platinum welfare Association	Project	MPl	HO received date	
PO/WO date	12/12/22	PO/WO No.	94932	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	139	15/12/22	13,499	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			13,499/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	115096	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:			13,499/-
Amount E – PO / WO value:			13,499.98
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	2/01/23		
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:	[signature]				
Date	23/12/22				
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, 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

MVCC Computers Shop no 158, Cheny Trade Center Park Lane Secunderabad, Hyderabad Telangana GSTIN/UIN: 36ALQPS4497Q2ZO State Name : Telangana, Code : 36 E-Mail : mvccmalik@gmail.com	Invoice No. 139 **139**	Dated **15/12/2022**
	Delivery Note	Mode/Terms of Payment
	PURCHAGE ORDER 94932 **DATED: 15/12/2022**	Other Reference(s) **178862** / 94932
Mayflower Platinum Welfare Association Sy 82/1 Mallapur Main Road Mallapur Nacharam , HYDERABAD 500076 GSTIN/UIN: State Name : TELANGANA	Terms of Delivery **Standard Warranty 12 months From date of Invoice** **No Warranty For burnt / Physical Damage Good**	

No.	Description of Goods	HSN CODE	Quantity	Rate	MONTH	Amount
1	**UPS APC 1.1 KV**	85044090	2	5720		11440.00
	Transportation Charges					
	CGST @9% OUTPUT			9	%	**1,030**
	SGST@9% (OUTPUT)			9	%	**1,030**
			2 NO.			**13499**

Total Net Amount

Thirteen Thousand Four Hundred Nintynine only

Company's Bank Details	MVCC COMPUTERS
Bank Name:	ICICI BANK S D Road Secunderabad
A/c No. :	004805008260
Branch & IFSC Code:	ICICI0000048

INWARD
Inward No 24079 Dt: 15-12-22
MRN No: 115096 Dt: 16/12/22
Received By: Sign:
MODI PROPERTIES PVT. LTD. SY No. 82/1.

SUMMIT SALES LLP
IN WARD
No: 103108
Date: 23/12/22
Sign:
R.R. DIST.

Purchase Order

 15-12-2022 11:53:42 AM

94932
29.11.22 5:56:38

From Company : **Mayflower Platinum Welfare Association**
Sy.82/1 Mallapur Main Road, Mallapur
G S T No. :

Supplier Details			
MVCC Computers	**Doc No**	94932	178862
C-block, shop no158 ,cheny trade center ,park lane, secunderabad,Hyd ,Telangana,500003	**Doc Date**	12-12-2022	
	Quote No	Nil	
GSTIN 36ALQPS4497Q2ZO	**Quote Date**	07-12-2022	
9849624797	**SupplyType**	Supply	

Kind Attn : Bahdur singh malik

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	828700 - ELEC-Electrical - UPS-1KVA-APC - - - Nos	2.00	5,720.33	0.00	18.00	13,499.98
					Total Order Value . . .	**13,499.98**

Rupees : Thirteen Thousand Four Hundred Ninty Nine and Paise Ninty Eight Only.

Terms and Conditions :-

Specification /	All items shall be of 'APC'brand/company
Payment Terms	50% advance
Tax	Inclusive of all taxes
Delivery Date	Within 3 days
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	1 Year
Advance Paid	6750/-RTGS /NEFT
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for boom barrier purpose purpose
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	Delivery at MPL ,contact person Mr.Narendar Mobile no:7680971999.

For ***Mayflower Platinum Welfare Association***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***MVCC Computers***

Name : ____________

Date : __/__/____

Requisition Form

Company Name	May Flower Platinum Welfare Association	Date	07 12 2022
Site & Phase	May Flower Platinum Welfare Association	Time	01 08
Supplier		Req No	178862
Material required before date	10 12 2022	ID No	82254

No	Description	Size	Quantity	Units	Inward No	Date
1	UPS	IK VA	2	No's		
2	online ups					
3		6x194 *91				
4			6466-8287			
5						
6		6200	94932			
7						
8						
9						
10						
11						

APPROVED
10 DEC 2022
P. VENKATESHWARLU
MANAGER PURCHASE

Remarks: Towards Boom Barriere use purpose			
Prepared By	N Divya	Approved by	K Narender Reddy
Sign & Date	7 12 2022	Sign & Date	

Shwetha

7/12/2022