E

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	31/12/22	Prepared by	Kalpana	Serial no.	12299
Supplier name	MVCC Computers			HO inward no.	
Firm/Company	MPPL	Project	HO	HO received date	
PO/WO date	15/12/22	PO/WO No.	95065	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	138	15/12/22	6,750/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	6,750/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 115738 . 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:	6,750/-
Amount E – PO / WO value:	6,750/-
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	09/01/23
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
Date					
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. 138 **138**	Dated **15/12/2022**
	Delivery Note	Mode/Terms of Payment
	PURCHAGE ORDER 95065 **DATED: 15/12/2022**	Other Reference(s) **203194**
MODI PROPERTIES PVT LTD 5-4-187/3 & II nd Floor, M. G. Road A-BLOCK CTC, PARK LANE SECUNDERABAD, HYDERABAD 500003 GSTIN/UIN: 36AABCM4761E1ZM State Name : TELANGANA	Terms of Delivery **Standard Warranty 12 months From date of Invoice** **No Warranty For burnt / Physical Damage Good**	

Sl No.	Description of Goods	HSN CODE	Quantity	Rate	MONTH	Amount
1	**UPS APC 1.1 KV**	85044090	1	5720		5720.00
	Transportation Charges					
	CGST @9% OUTPUT			9	%	**515**
	SGST@9% (OUTPUT)			9	%	**515**
			1 NO.			**6750**

Total Net Amount

Six Thousand Saveen Hundred Fifty Only

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

MVCC COMPUTERS * Secunderabad *

INWARD
Inward No: 756 Dt: 15/12/22
MRN No: 115738 Dt:
Received By: Jamani Sign:
MODI PROPERTIES

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 1025
Date: 20/12/22
Sign:

Purchase Order

 15-12-2022 12:34:02

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95065
13.12.22 3:48:41

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
MVCC Computers	**Doc No**	95065	203194
C-block, shop no158 ,cheny trade center ,park lane, secunderabad,Hyd ,Telangana,500003	**Doc Date**	15-12-2022	
	Quote No	Nil	
GSTIN 36ALQPS4497Q2ZO	**Quote Date**	14-12-2022	
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	1.00	5,720.33	0.00	18.00	6,749.99
					Total Order Value . . .	**6,749.99**

Rupees : Six Thousand Seven Hundred Fourty Nine and Paise Ninty Nine 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	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	1 Year
Advance Paid	3,375/-RTGS /NEFT
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Head office purpose
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	Delivery at Head Office ,Raniganj,Contact person Mr.Suneel Mobile no:9502199355

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

15/12/2022

Name : ____________________

Accepted the above Terms And Conditions

For ***MVCC Computers***

Name : ____________________

Date : __/__/____

Requisition Form						
Company Name:	Modi Properties Pvt Ltd	Date:	2022-12-14			
Site & Phase :	HO	Time:				
Unit No./Block No.						
Supplier:		Req. No.	203194			
Material required before date:		ID No.	82485			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	ELEC7248-Electrical-UPS-1KVA-APC--Nos	1	0	1		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	This is for HO					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Suneel					
Approved By:						
Sign & Date:						

94932 95065

mvccmilk@gmail.com

APPROVED
15 DEC 2022
MINISH PARIKH
MANAGER PROCUREMENT