

PURCHASE DIVISION
Advice for approval for credit to supplier

⑥

Date: 03/01/2023		Prepared by: K. Mounika		Serial no. 12643	
Supplier name: praful sanitary		Project: MD and other		HO inward no.	
Firm/Company: MD and other		PO/WO No. 95042		HO received date	
PO/WO date: 14/12/22				Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	ps/22-23/920	15/12/22	1880/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			1,644/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.: 115771	Proof of delivery matches MRN		☒ Yes ☐ No
Amount B – Other Credits : Transportation charges		Transportation + 18%	236
Amount C – Other Debits :			-
Amount D (D=A+B-C) – Amount to be credited to the supplier:			1,644
Amount E – PO / WO value:			1,644
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		09/01/2023	
Remarks: Final Bill			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		<i>[Signature]</i>			
Sign:		<i>[Signature]</i>			
Date		04 JAN 2023			
Approval limit	Upto 20k	P. 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.

(ORIGINAL FOR RECIPIENT)

State Name : Telangana, Code : 36

Auto

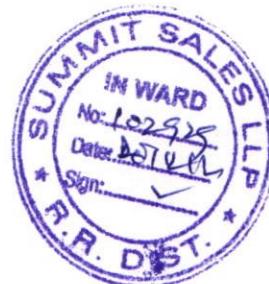
P M Complex

E. & O.E

Tax Amount (in words) : **Indian Rupees Two Hundred Eighty Six and Seventy Four paise Only**

Authorized Signatory

This is a Computer Generated Invoice



(DUPLICATE FOR TRANSPORTER)



Purchase Order

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14-12-2022 16:50:18



95042

13.12.22 3:48:41

From Company : **Mahesh Desai and Others**
5-4-187/3 & 4/4, I Floor, M.G.Road, Secunderabad - 500003
G S T No. :

Supplier Details

Praful Sanitary
3-6-138/5, Himayat Nagar, Hyderabad.

GSTIN 36ACWPG864A1ZG

40077300

65526886.

9849624797

Doc No	95042	198113
Doc Date	14-12-2022	
Quote No	Nil	
Quote Date	14-12-2022	
SupplyType	Supply	

Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7324 - Plumbing - PVC - Water Tank - Others - nos PVC Flush Tank	1.00	1,810.00	30.00	18.00	1,495.06
2 7223 - Plumbing - PVC - Long bend - other - nos	1.00	180.00	30.00	18.00	148.68
Total Order Value . . .					1,643.74

Rupees : One Thousand Six Hundred Fourty Three and Paise Seventy Four Only.

Terms and Conditions :-**Specification /** All items shall be of ___ brand/company**Payment Terms** After Delivery & Production of bill**Tax** Inclusive of all taxes**Delivery Date** Within 3 days**Delivery Location** P M Complex
M.G.Road, Secunderabad
Phone. .**Penalty For Delay** Nil**Transportation** Extra.**Warranty** Nil**Advance Paid** Nil**Other Terms** We reserve the right items not confirming to qty & specs. Breakage in your account. Above order for flush tank for pm-modi complex 1st floor indian toilet purpose**Completion Date** Nil**Measurment** Nil**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 invoice must be sent to HO office or purchase site offFor **Mahesh Desai and Others**

Authorised Signatory

Name :

14/12/2022

Accepted the above Terms And Conditions

For **Praful Sanitary**

Name :

Date : _/_/

Requisition Form

Company Name:		MAHESH DESAI & OTHERS		Date:		14-12-2022	
Site & Phase:		PM MODI COMPLEX		Time:		15:10	
Supplier		Praful Sanitary		Req. No.		198113	
Material required before date:			urgent		ID No.		82443.
No	Description	Size	Quantity	Units	Inward No	Date	
1	PVC FLUSH TANK	Std	1	Nos			
2	Long bend		1	Nos			
3							
4							
4							
5							
6							
7							
9							
10							
11							

Remarks : Flush tank order for pm modi complex 1st floor indian toilet purpose

Prepared By	Chand Mohammod	Approved by	
Sign. & Date	<i>C. Mohammod</i> 14-12-22	Sign. & Date	

APPROVED
14 DEC 2022
MINISH PARIKH
MANAGER PROCUREMENT

ham
order