

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 12/1/23		Prepared by: Salman		Serial no.	
Supplier name: Sri Bhavani Digital				HO inward no.	
Firm/Company: Sri Bhavani Digital		Project: GHT		HO received date	
PO/WO date: 10/1/23		PO/WO No.: 96054		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	93	5/1/23	15,691/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):					
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	116182		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:				15,691/-	
Amount E – PO / WO value:				15,691/-	
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		16/1/23			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Salman				
Sign:	12/1/23				
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 weightment 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.

E-mail : sribhavanidigitals777@gmail.com

Purchase Order



10.01.23 4:03:08

Company : **Mehta & Modi Realty Kowkur LLP**
 5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500001
 GST No. : 36ABLFM7631F1Z3

Supplier Details

Sri Bhavani Digitals
 32-70/1, Bank Colony, Beside flyover bridge, Ramakrishna puram,
 Secunderabad-56

GSTIN -

040-27116677

040-27116677

Doc No	96054	167439
Doc Date	11-01-2023	
Quote No	Nil	
Quote Date	11-01-2023	
SupplyType	Supply	

Kind Attn : **R. Mallesh**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	IGST	Amount
1 605200 - PROM-Promotions - Flex Printing Charges-300GSM-Blackout- - - Sft 12 x 8 flex printing charges	1.00	1,008.00	0.00	12.00	1,128.96
2 605200 - PROM-Promotions - Flex Printing Charges-300GSM-Blackout- - - Sft 34.8 x 10 flex printing charges	1.00	3,654.00	0.00	12.00	4,092.48
3 605200 - PROM-Promotions - Flex Printing Charges-300GSM-Blackout- - - Sft 6.6 x 4.6 flex printing charges	1.00	319.00	0.00	12.00	357.28
4 605200 - PROM-Promotions - Flex Printing Charges-300GSM-Blackout- - - Sft 7.8 x 4.6 flex printing charges	1.00	377.00	0.00	12.00	422.24
5 605200 - PROM-Promotions - Flex Printing Charges-300GSM-Blackout- - - Sft 40 x 20 flex printing charges	1.00	8,400.00	0.00	12.00	9,408.00
6 605200 - PROM-Promotions - Flex Printing Charges-300GSM-Blackout- - - Sft 6 x 4 flex printing charges	1.00	252.00	0.00	12.00	282.24
Total Order Value . . .					15,691.20
Rupees : Fifteen Thousand Six Hundred Ninty One and Paise Twenty Only.					

Terms and Conditions :-

Specification / Brand	flex printing charges
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	05-01-2023
Delivery Location	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
Penalty For Delay	Nil
Transportation Cost	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.
Completion Date	05-01-2023
Measurment	Nil
Security	Nil
Remarks	Nil

For **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sri Bhavani Digitals**

Name :

Name : _____

Date : ____/____/____