PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	18/01/23	Prepared by	Vanajakshi	Serial no.	13361
Supplier name	Shweta Computers			HO inward no.	
Firm/Company	AMTZ medpolis square Pvt Ltd	Project	AMTZ	HO received date	
PO/WO date	17/12/22	PO/WO No.	95145	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	00031581	30/12/22	111,000/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	111,000/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	116392	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:	111,000/-
Amount E – PO / WO value:	111,000/-
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	23/01/23
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	Vanaja	19 JAN 2023			
Date	18/01/23				
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

☐ Original for Recepient ☐ Triplicate for Supplier
☐ Duplicate for Transporter ☐ Extra Copy

SHWETA COMPUTERS

SHOP NO. 1,2,3 AND 4, GROUND FLOOR , CHENOY TRADE CENTRE ,
PARKLANE ,SECUNDERABADTELANGANAHYDERABAD 500003
State Name 36 - Telangana
Phone:040-66143437,66143438,66143439,
Email:Shwetacomputers@shwetagroup.com
GSTIN:36ACUFS2935A1ZZ
PAN:ACUFS2935A

Bill To :
AMTZ MEDPOLIS SQUARE PRIVATE LIMITED
5-4-187/3&4, 2ND FLOOR, Soham Mansion,
Mahatma Gandhi Road, Secunderabad,
HYDERABAD - 500003
Phone : 9502199355
State : 36 - Telangana

Ship to:

Invoice No. : 00031581
Invoice Date : 30/12/2022
GSTIN : 36AAXCA5159L1ZV
PAN : AAXCA5159L
Due Date : 30/12/2022

SR : IRFAN
IRN : 900e7f1d1b01c0b48caf7a1349e376e80e5260d75ea6c78 6b27f6cedd7d3c783

Sl	Product Description	HSN/ SAC	Qty	Rate (incl GST)	Rate	Taxable Amount	CGST %	CGST Amt	SGST %	SGST Amt	IGST %	IGST Amt
1	LAPTOP LENOVO 82H802L3IN I3 11th 8/512/W11 SPF3LW9N6;SPF3ML9C3;SPF3MHVNB	84713010	3	36000.00	30508.48	91525.42	9	8237.29	9	8237.29	0	0.00
2	CARRY CASE LENOVO (420229)	42022990	3	1000.00	847.46	2542.37	9	228.81	9	228.81	0	0.00
						94067.79						
	CGST				9.00	8466.10						
	SGST				9.00	8466.10						
	ROUND OFF				0.00	0.01						
	Grand Total:		6			**111000.00**						

INWARD
Inward No: 798 Dt: 30/12/22
MRN No: 116892 Dt:
Received By: Sartoon Sign:
MODI PROPERTIES

98

Rupees One Lakhs Eleven Thousand Only.

E.&O.E

Bank Details :
HDFC BANK PARADISE **A/C NO** : 50200010045314, **IFSC**: HDFC0000042

Terms & Condition :
1. No warranty for burnt/Physical damage goods.
2. For Warranty bring Product with box.
3. In case of default interest payable @ 24% p.a. from bill date
4. All disputes are subject to **HYDERABAD** jurisdiction
5. Payment should be sent through A/c payee cheque/Draft only
6. Standard Warranty 11 months from the date of Invoice.
7. No warranty on adaptor,cables,earphone,other accessories & consumbales products etc
8. Warranty on all the parts or equipments is as per Manufacturer standard policy and shall be directly provided by Manufacturers only.

SERVICE TIME : MONDAY TO FRIDAY 12 Noon to 5 PM

SUMMIT SALES LLP
IN WARD
No: 10345
Date: 31/12/22
Sign:
R.R. DIST.

For **SHWETA COMPUTERS**

SHWETA COMPUTERS SEC-BAD

Authorised Signatory

Purchase Order

 17-12-2022 13:17:22

95145
13.12.22 4:19:06

From Company : **AMTZ Medpolis Square PVT Ltd**
5-4-187/3&4, IInd floor, soham mansion, M G Road, Ranigunj, Hyd
G S T No. : 36AAXCA5159I1ZV

Supplier Details			
Shweta Computers	**Doc No**	95145	203196
Shop no. 1 to 4 & 1A, 2A, 58A, 59A, Chenoy Trade Centre, Parklane, Secunderabad - 500 003.	**Doc Date**	17-12-2022	
	Quote No	Nil	
GSTIN 36ACUFS2935A1ZZ	**Quote Date**	16-12-2022	
9248091726	**SupplyType**	Supply	

Kind Attn : Mr.Irfan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	112000 - COMP-Peripherals - Laptop computer-- - - - Nos *With Bag*	3.00	31,356.00	0.00	18.00	111,000.24
					Total Order Value . . .	**111,000.24**

Rupees : One Lakh(s) Eleven Thousand and Paise Twenty Four Only.

Terms and Conditions :-

Specification /	Lenovo i3-11th generation #8GB#512SSD#Windows 11#office#bag with 2 years warranty
Payment Terms	100% Advance payment
Tax	GST included in the above prices
Delivery Date	With 3 days
Delivery Location	AMTZ Medpolis Square Pvt Ltd Vizag Phone. .
Penality For Delay	Nil
Transportation	Nil
Warranty	Two year
Advance Paid	Rs.1,11,000/- by cheque....
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Damage is in suppliers account, above order is for AMTZ Purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For MDs APPROVAL
- [x] High Value/quantity beyond limits.
- [ ] Po/Req. processed-post approval.
- [ ] Approval for technical details/clarificatio
- [ ] Replenishing SSLLP stock
- [ ] Other

APPROVED BY
20 DEC 2022
SOHAM MODI
MANAGING DIRECTOR

For *AMTZ Medpolis Square PVT Ltd*
Authorised Signatory
Name : 17/12/2022

Accepted the above Terms And Conditions
For *Shweta Computers*
Name :
Date : __/__/____

Requisition Form						
Company Name:	AMTZ Medpolis Square Pvt LTd	Date:	2022-12-16			
Site & Phase :	AMTZ Medpolis Square Pvt LTd, Vizag	Time:				
Unit No./Block No.						
Supplier:		Req. No.	203196			
Material required before date:		ID No.	82563.			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	COMP2442-Peripherals-Laptop computer----Nos	3	0	3		
2	COMP1120-Peripherals-Laptop bag----Nos	3	0	3		
3	COMP8274-Peripherals-Mouse----Nos	3	0	3		
4		1	0	1		
5						
6						
7						
8						
9						
10						
Remarks:	This is for AMTZ Site					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Suneel					
Approved By:						
Sign & Date:						

PO 95145

MANAGER PROCUREMENT
APPROVED
17 DEC 2022