PURCHASE DIVISION
Advice for approval for credit to supplier

2

Date:	18/01/23	Prepared by	Deepa	Serial no.	13400
Supplier name	Sri Balaji Enterprises			HO inward no.	
Firm/Company	HMRK-Hbp	Project	GHT	HO received date	
PO/WO date	4/01/23	PO/WO No.	95755	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	59	7/01/23	31,081/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	31,081/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 116020 — 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:	31,081/-
Amount E – PO / WO value:	28,131/-
Amount F – Difference (A – E):	2,950/-
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:	final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deeps	V [signature]			
Sign:	[signature]	APPROVED 19 JAN 2023 P. VENKATESHWARLU			
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

SRI BALAJI ENTERPRISES

14-1-418, NEAR ROCKET GROUND
NEW AGHAPURA HYDERABAD
500001 T.S
Phone no.: 9030605690
Email: seetaram.joshi@yahoo.com
GSTIN: 36AEIPJ0494H1ZF
State: 36-Telangana

Invoice No. **59**	Date **07-01-2023**
Place of supply **36-Telangana**	PO date **04-01-2023**
PO number **95755**	Vehicle Number **TS12UC-8002**

Bill To

MEHTA & MODI REALTY KOWKUR LLP

5-4-187/3&3,2 nd floor
MG Road Secunderabad
500003

Contact No. : 9502232100

GSTIN : 36ABLFM7631F1Z3

State: 36-Telangana

Ship To

GREENWOOD HEIGHTS
Sy no 196 kowkur Rangareddy -

#	Item name	HSN/ SAC	Size	Quantity	Unit	Price/ Unit	GST	Amount
1	FLUSH DOOR 30MM (75X26 STD SIZE)	4418	60X24	20	NOS	₹ 1,192.00	₹ 4,291.20 (18%)	₹ 28,131.20
2	CARTAGE			1	-	₹ 2,500.00	₹ 450.00 (18%)	₹ 2,950.00
	Total			**21**			**₹ 4,741.20**	**₹ 31,081.20**

Invoice Amount In Words

Thirty One Thousand Eighty One Rupees only

Amounts:

Sub Total	₹ 31,081.20
Round off	- ₹ 0.20
Total	**₹ 31,081.00**
Received	₹ 0.00
Balance	₹ 31,081.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
	₹ 2,500.00	9%	₹ 225.00	9%	₹ 225.00	₹ 450.00
4418	₹ 23,840.00	9%	₹ 2,145.60	9%	₹ 2,145.60	₹ 4,291.20
Total	**₹ 26,340.00**		**₹ 2,370.60**		**₹ 2,370.60**	**₹ 4,741.20**

Terms and conditions:

GOODS ONCE SOLD WILL NOT BE TAKEN BACK
SUBJECT TO HYDERABAD JURI ATTRACT INTEREST AT 24% P.A.SDICTION.
PAYMENT POST DUE DATE WILL

UPI SCAN TO PAY

Company's Bank details:

Bank Name : KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY

Bank Account No. : 4312001151

Bank IFSC code : KKBK0000553

Account holder's name : KIRAN DEVI JOSHI

For, : SRI BALAJI ENTERPRISES

SRI BALAJI ENTERPRISES SBE HYD.

Authorized Signatory

INWARD
Inward No: 13623 Dt: 07/01/23
MRN No: 116020 Dt: 10/01/23
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP
15:19

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 104360
Date: 18/1/23
Sign:

 04-01-2023 11:59:12 AM

Purchase Order

95755
27.12.22 3:34:37

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderaba
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Sri Balaji Enterprises H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001 **GSTIN** 36AEIPJ0494H1ZF 9030605690	**Doc No**	95755	142508
	Doc Date	04-01-2023	
	Quote No	NIl	
	Quote Date	03-01-2023	
	SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	439500 - DOOR-Doors - Flush door -- - 600x1500mmx30mm - Nos	20.00	1,192.00	0.00	18.00	28,131.20
	Total Order Value . . .					**28,131.20**

Rupees : Twenty Eight Thousand One Hundred Thirty One and Paise Twenty Only.

Terms and Conditions :-

Specification /	Section size is 4" 2 1/2, Logs
Payment Terms	After delivery
Tax	Included in the above prices
Delivery Date	With in 4-5 days
Delivery Location	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
Penality For Delay	Nil
Transportation	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Above order is for A& B B- block Electrical duct purpose.
Completion Date	Nil
Measurment	Including making charges.
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 invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.'

For ***Mehta & Modi Realty Kowkur LLP***

Authorised Signatory

Name : Vaul

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	Mehta & Modi Realty Kowkur LLP	Date:	03-01-2023			
Site & Phase :	GHT	Time:	16:48			
Unit No./Block No.	B					
Supplier:		Req. No.	142508			
Material required before date:	04-01-2023	ID No.	83103.			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	DOOR4395-Doors-Flush door ---600x1500MMx30MM-Nos 1192+18	20		20		
2						
3						
4	95755.					
5						
6						
7						
8						
9						
10						
Remarks:	GHT site A & B Block electrical duct purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	D Devi					
Approved By:	A Suresh					
Sign & Date:	03-01-2023					