PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	23/01/2023	Prepared by	K. Mounika	Serial no.	13643
Supplier name	Sri Sai Rohith Marketing company			HO inward no.	
Firm/Company	NE	Project	NE	HO received date	
PO/WO date	22/12/22	PO/WO No.	915294	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	197	07/01/2023	8,850/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	8,850/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	116251	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:	8,850
Amount E – PO / WO value:	8,850
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	30/01/2023
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Venkat			
Sign:		APPROVED			
Date		24 JAN 2023			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

P. VENKATESHWARLU
MANAGER PURCHASE

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.

GST NO. : 36AMHPC9678H1ZM

TAX INVOICE

Original for Recipient
Duplicate for Supplest / Transport
Triplicate for Supplier

SRI SAI ROHITH MARKETING COMPANY

Dealers In: All kinds of Aluminium Section Sheets, Glass, Plawood & Hardware Etc.,

Road No. 8, N.F.C. Main Road, Plot No. 66, Krishna Nagar, H.B. Colony, Moula-Ali, Hyderabad-500040. (T.S) Mob. : 9866512288

INV. NO. 197 INVOICE DATE : 07/01/23

TRANSPORTATION NAME :
VEHICLE NO. : TS10UB 3123 L/R No.
DATE & TIME OF SUPPLY
PLACE OF SUPPLY

DETAILS OF RECEIVER (BILLED TO)

M/s Nilgiri Estates
5-4-187/3&4, IInd Floor, M.G. Road,
Sec-bad - 500003.

STATE CODE : GSTIN NO. 36AAHFN0766F1ZA

DETAILS OF CONSIGNEE (SHIPPED TO)

Site Add: Nilgiri Estates
Rampally. P.code: 95294

STATE CODE : GSTIN NO.

S.No.	HSN CODE	DESCRIPTION	QUANTITY	RATE	AMOUNT Rs. Ps.
1	3506	1mm Wenge Laminate. →	6m	1250/-	7500--

P.M
9290536300

INWARD
No. 22977
By: 116251 Dt. 17/1/23
Mithun
Nilgiri Estates

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 10450?
Date: 20/1/23
Sign: ✓

TOTAL BEFORE TAX	7500--
ADD : CGST 9%	675--
ADD : SGST 9%	675--
ADD : IGST	
TAX AMOUNT GST	
GRAND TOTAL	8850--

BANK DETAILS : HDFC BANK, HABSIGUDA BRANCH
SRI SAI ROHITH MARKETING CO
A/C. No. 50200007478658 IFSC CODE : HDFC0000368

Rupees in words :

Once goods will not be taken back
Interest @24% p.a. will be charged if payment not made within 15 days from the date of the Bill.
Subject to Secunderabad Jurisdiction only.
We are not Responsibility Cases sooner the goods leave our premises
E.O.F.,

For **SRI SAI ROHITH MARKETING CO**

Receiver Stamp & Signature

Authorised Signature

Purchase Order

 22-12-2022 15:22:25

95294
13.12.22 4:32:29

From Company :	**Nilgiri Estates** 5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003. G S T No. : 36AAHFN0766F1ZA

Supplier Details			
Sri Sai Rohith Marketing Company	**Doc No**	95294	175565
New Narsimhanagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad - 500 076.	**Doc Date**	22-12-2022	
	Quote No	Nil	
GSTIN 36AMHPC9678H1ZM	**Quote Date**	21-12-2022	
9866512288	**SupplyType**	Supply	

Kind Attn : Mr. C. Laxman Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	626500 - HARD-Hardware - Laminate sheet-Wenge color- - 1200X2400X1MM - sqm	6.00	1,250.00	0.00	18.00	8,850.00
					Total Order Value . . .	**8,850.00**

Rupees : Eight Thousand Eight Hundred Fifty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 'premium quality plywood.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Within 4days.
Delivery Location	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. 9030931172
Penality For Delay	Nil
Transportation Cost	Extra.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Above order for Club house association wardrobes repair works purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Nilgiri Estates***

Authorised Signatory

Veerl

Name : ____________

Accepted the above Terms And Conditions

For ***Sri Sai Rohith Marketing Company***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	NE	Date:	21.12.22			
Site & Phase :	NE	Time:	12:10			
Unit No./Block No.						
Supplier:		Req. No.	175565			
Material required before date:	22.12.22	ID No.	82683			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	HARD6265-Hardware-Laminate sheet-Wenge color--1200X2400X1MM-Sqm	6	0	6		
2			0	0		
3			0	0		
4	95299		0	0		
5			0	0		
6			0	0		
7			0	0		
8			0	0		
9			0	0		
10			0	0		
Remarks:	for club house association wardrobes repair works purpose .					
	Engineer	Project Manager		Purchase		MD
Prepared By:	A.Sravani			APPROVED 22 DEC 2022 P. VENKATESHWARLU MANAGER PURCHASE		
Approved By:	Vijay Raj					
Sign & Date:						