PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 23/2/23 | Prepared by | Salman | Serial no. | |
| Supplier name | Emandi Enterprises | | | HO inward no. | |
| Firm/Company | mode property put ltd | Project | MPL | HO received date | |
| PO/WO date | 8/2/23 | PO/WO No. | 97102 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 382 | 22/2/23 | 5,664/- | ☑ 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.: | 117735 | 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: | | | 5,664/- |
| Amount E – PO / WO value: | | | 5,664/- |
| 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 | 27/2/23 | | |
| Remarks: | | | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Salman | | | | |
| Sign: | [signature] | [signature] | | | |
| Date | 23/2/23 | | | | |
| 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.

# EMANDI ENTERPRISES

All types of Digital Inks Suppliers

## Tax Invoice

**To :**
**Modi Properties Pvt.Ltd.**
5-4-187/3&4,IInd Floor, M.G.Road,
Secunderabad - 500003
**GSTIN : 36AABCM4761E1ZM**

**Date : 22-02-2023**
**Invoice No: EE/22-23/382**

| S.NO | PARTICULARS | HSN CODE | QTY | RATE | AMOUNT | SGST @9% | CGST @9% | T.AMOUNT |
|---|---|---|---|---|---|---|---|---|
| 1 | Auto Glow Sign Boards (Entry and Exit) | 39211900 | 12.00 | 400.00 | 4,800.00 | 432.00 | 432.00 | 5,664.00 |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | 12 | | 4,800.00 | 432.00 | 432.00 | 5,664.00 |
| | | Round off (+/-) | | | | | | - |
| | | Grand Total | | | | | | 5,664.00 |

**Rupees in Words :** Five thousand six hundred and sixty four rupees only..

**Company's PAN NO: BBJPR6606L**
**Company's GST NO: 36BBJPR6606L1Z4**

**Declaration:**

1. Goods once sold will not be taken back
2. Subject to Telangana jurisdiction only.

**Company Bank Details:**
EMANDI ENTERPRISES
AXIS BANK LTD
A/C : 912020057941860
IFSC CODE : UTIB0001455
MALKAJGIRI BRANCH, HYDERABAD

Rahini Digitals

**For Emandi Enterprises**

Authorised Signatory

Plot No.179, H NO:29-1384/2/4/1, Road No.7, Deendayal Nagar, Neredmet, Malkajgiri, Hyd-56.
Email id's : emandienterprises@gmail.com, rahinidigitals@gmail.com, Cell : 9000753753.

97102
08.02.23 3:15:06

# Purchase Order

 13-02-2023 11:54:40

Original / Office Copy / Purchase Div.Copy

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

| **Supplier Details** | | | |
|---|---|---|---|
| Emandi Enterprises<br>Plot no. 179, H.no. 29-1384/2/4/1, road no.7, Deendayal nagae Neeredmat, Mallkajgiri<br>GSTIN 36BBJPR6606L1Z4<br>9000753753 | **Doc No** | 97102 | 178905 |
| | **Doc Date** | 13-02-2023 | |
| | **Quote No** | | |
| | **Quote Date** | 13-02-2023 | |
| | **SupplyType** | Supply | |

**Kind Attn : Mr.Hari**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 795200 - STAT-Stationary - Autoglow sign board-Exit- - 250X125mm - Sqinch<br>*Exit Luminous board* | 6.00 | 400.00 | 0.00 | 18.00 | 2,832.00 |
| 2 | 121700 - MISC-Miscellaneous - Sign board-- - NA - Nos<br>*Entry Luminous board* | 6.00 | 400.00 | 0.00 | 18.00 | 2,832.00 |
| | | | | **Total Order Value . . .** | | **5,664.00** |

Rupees : Five Thousand Six Hundred Sixty Four Only.

## Terms and Conditions :-

| | |
|---|---|
| Specification / Brand | Exit & Entry Luminous board |
| Payment Terms | After delivery & production of bill |
| Tax | Inclusive of all taxes |
| Delivery Date | 20-02-2023 |
| Delivery Location | May Flower Platinum<br>Sy 82/1, Mallapur, Nacharam.<br>Phone. 7680971999 |
| Penality 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 | 20-02-2023 |
| Measurment | Nil |
| Security | Nil |
| Remarks | Nil |

For *Modi Properties Pvt.Ltd.*
Authorised Signatory

Accepted the above Terms And Conditions
For *Emandi Enterprises*