

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 3/3/23		Prepared by: [Signature]		Serial no.	
Supplier name: Mehta Brothers online Pvt Ltd		Project: [Blank]		HO inward no.	
Time/Company: MODI Realty		PO/WO No.		HO received date	
PO/WO date		Scan ID.			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	134	14/2/23	3115/-	☐ 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.:	Proof of delivery matches MRN	☐ Yes ☐ No
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Amount B - Other Credits : Transportation charges

Amount C - Other Debits :

Amount D (D=A+B-C) - Amount to be credited to the supplier:

Amount E - PO / WO value. 3115/-

Amount F - Difference (A - E): 3115/-

Quantity received as per PO / WO ☐ Yes ☐ Excess received ☐ Short received ☐ Part received

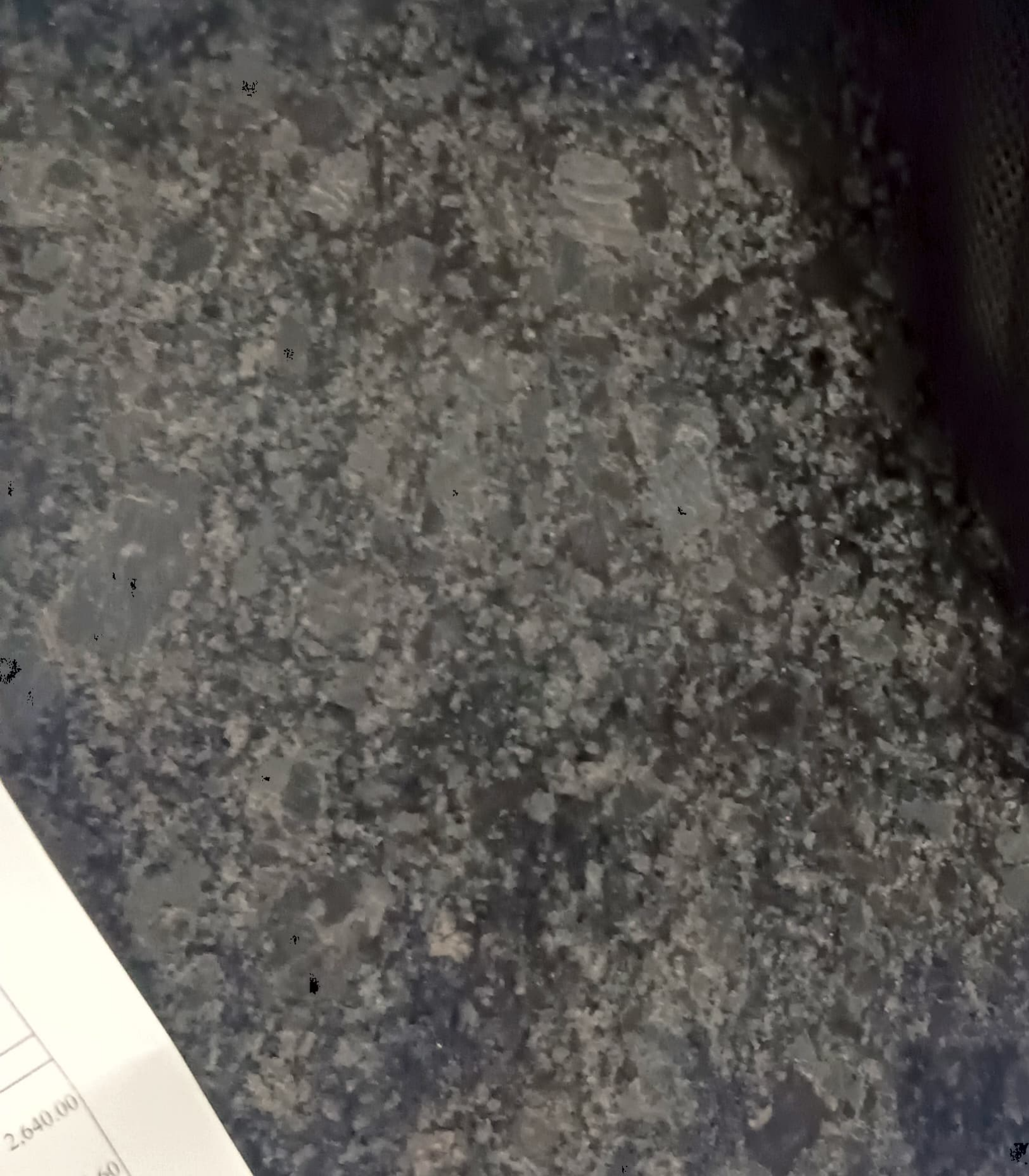
Close PO / WO ☐ Yes ☐ No - wait for balance material ☐ Other

Payment - due date

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	[Signature]				
Sign:	[Signature]				
Date:	3/3/23				
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 weightment slips, RMC batch reports, duplicate documents, tway 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.



INVOICE

Mehta Propproperty Online Private Limited # 4-3-41/2, First Floor Ghasmandi Road, Secunderabad GSTIN/UID: 36AAKCM3777H1Z1 State Name : Telangana, Code :03	Invoice No.	SAL/134
	Invoice Date	14/02/2023
	Mehta Propproperty Online Private Limited	
	Account Details	
Modi Realty Genome Vallay LLP 5-4-187/3&4, 2nd Floor, Soham Mansion MG Road Secunderabad Hyderabad GSTIN/UID: 36ABFFM3063P1ZU State Name : Telangana, Code :03	Account Holder Name:	MEHTA PROPPROPERTY ONLINE PRIVATE LIMITED
	Account Number:	009763300000776
	IFSC Code:	YESB0000097

S.No	Project Name	Address	Qty	Rate	Amount
1	Bloomdale Residency - BRGV CGST +9%	Genome Valley Near Shamirpet	4	660	2,640.00
	SGST +9%	Hyderabad			237.60
					237.60
Total					3,115.20
					E.&O.E

Amount Chargeable(in words)

Indian Rupees: THREE THOUSAND ONE HUNDRED FIFTEEN RUPEES ONLY

Taxable Value	Central Tax		State Tax	
	Rate	Amount	Rate	Amount
2,640.00	9%	237.60	9%	237.60
Total		237.60		237.60

Tax Amount (in words) : FOUR HUNDRED SEVENTY FIVE RUPEES ONLY
Thanks & Regards,
Annaboina S Divya

Marketing Manager -91 9100377088 divya@propproperty.com

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Mehta Propproperty Online Pvt. Ltd. www.propproperty.com

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