

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	3/3/23	Prepared by	C. H. M. I.	Serial no.	
Supplier name	V. M. M.			HO inward no.	
PO/WO date	7/3/23	PO/WO No.	76974	HO received date	
SI no.	Bill no.	Bill date	Bill amount	Scan ID.	
1.	466	21/2/23	4895		Original attached ☐ 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.:	118205	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.

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

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	C. H. M. I.				
Sign:					
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 weighment slips, RMC batch reports, duplicate documents, L-way outs, 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

V GREEN MEDIA Pvt. Ltd.
3-6-530/2, Street No.7, Himayathnagar
Hyderabad - 500 029, T.S., India
CIN: U74300AP2011PTC075248

M/s **Niligiri Estates**

Secunderabad-500 003 5-4-187/3 & 4,, II nd Floor,M.G.Road,

Phone no

Invoice No.	VGM-2223-462	Date : 21-02-2023
Your P.O No.	96974	Date : 02-09-2023
DC No :		Date : 31-01-2023
Order Confirmed by :		

S. No	Description	HSN/ SAC	Qty	Rate	CGST %	SGST %	IGST %	Amount
1	Advertisement "NE Ad in Sakshi" Size: 3.7x7 cm Publication: Sakshi Date of Pub: 11-02-2023	998636	1 NOS	4662.00	2.50	2.50		4662.00

	OUR	CUSTOMER	Total Amount	4,662.00
GSTIN :	36AADCV9375P12C	36AAHFN0766F1ZA	Total CGST Amount	116.55
TIN No. :	36641857335		Total SGST Amount	116.55
STC No. :	AADCV9375PSD001		Total IGST Amount	
IT PAN No.:	AADCV9375P		Grand Total (INR)	4,895.10

- Payment should be made by Crossed Demand Draft / Cheque in favour
M/s V GREEN MEDIA PVT. LTD payable at Hyderabad.
- Interest @ 24 % p.a. is charged on unrealised payments.
- Complaints /Clarifications will not be entertained after 7days of delivery.
- Subject to Hyderabad jurisdiction only

- E & O. E.

Amount in Indian Rupees :
FOUR THOUSAND EIGHT HUNDRED AND NINETY FIVE AND PAISE TEN ONLY

Bank Details : HDFC Bank Ltd.
Panjagutta, Hyderabad.
A/c : 50200033057768, IFSC CODE :

For V Green Media Pvt Ltd.

Receiver's Signature & Stamp

Prepared by

Checked by

Authorised Signatory

Release Order



96974

28.01.23 12:54:55

Order Company: **Nilgiri Estates**
 5-4, 1B/1E & 4, 11th Floor, M.G. Road, Hyderabad-500001
 GST No.: 36AAHI0076617A

Supplier Details

V Green Media Pvt Ltd,
 6-530/3, 1st floor, street no 7, (opp. lane of Mico tea coffee shop)
 (Munayathnagar), Hyderabad.

GSTIN: 36AADE091250173
 PIN: 506461177

Doc No	96974	16/1/21
Doc Date	09-02-2023	
Quote No		
Quote Date	09-02-2023	
Supply Type	Supply	

Kind Attn: Accounts Department

Release Order for the Supply of following items:

Item Name	Qty	Rate	Dis%	GST	Amount
Hyd-000 - PROM Promotions - Design Charges - Classified Display - no Sample Color - Nos	1.00	4,662.00	0.00	2.00	4,895.10
Material cost of Design Charges					

Total Order Value ... 4,895.10

Rupees: Four Thousand Eight Hundred Ninety Five and Paise Ten Only

Terms and Conditions

Specification / Brand: NE adu Sakshi Hyderabad 11-02-2023
 Payment Terms: After Delivery & Production of bill
 Tax: Inclusive of all taxes
 Delivery Date: 11-02-2023
 Delivery Location: Nilgiri Estate
 Sy No: 14/133/14-135/16 - Panipally Village
 Phone: 9030931172
 Penalty 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: 11-02-2023
 Measurement: NA
 Security:
 Remarks: Nil

Nilgiri Estates

[Handwritten Signature]

Authorized Signatory: V Green Media Pvt Ltd

V Green Media Pvt Ltd

Date: 11-02-2023

