

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 27/3/23		Prepared by: <i>[Signature]</i>		Serial no.	
Supplier name: Mehta Properties Online Pvt Ltd		Project: Mehta Sahasra Panchayat Kowankur		i/o inward no.	
PO/WO date:		PO/WO No.		HU received date	
SI no.		Bill no.		Scan ID.	
		Bill date		Bill amount	
1.		SAC/148		17/3/23	
2.				19,470/-	
3.					
4.					
				Original attached	
				☐ Yes ☐ No	
				☐ Yes ☐ No	
				☐ Yes ☐ No	
				☐ 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	
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.				19,470/-	
Amount F - Difference (A - E):				19,470/-	
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
Name:		<i>[Signature]</i>			
Sign:		<i>[Signature]</i>			
Date:		27/3/23			
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 bill code, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, E-way bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount 3. 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/UIN: 36AAKCM3777H1Z1
Statem Name : Telangana, Code :03

Mehta and Modi Realty Kowkur LLP

5-4-187/3&4, 2nd Floor, Soham Mansion
MG Road Secunderabad
Hyderabad
GSTIN/UIN: 36ABLFM7631F1Z3
Statem Name : Telangana, Code :03

Invoice No. SAL/148

Invoice Date. 17/03/2023

Mehta Propproperty Online Private Limited
Account Details
Account Holder Name: MEHTA PROPPROPERTY ONLINE PRIVATE LIMITED

Account Number: 009763300000776

IFSC Code: YESB0000097

S.No	Project Name	Address	Qty	Rate	Amount
1	Greenwood Heights	Kowkur	25	660	16,500.00
	CGST +9%	Near Yaprul			1,485.00
	SGST +9%	Hyderabad			1,485.00

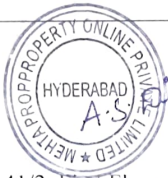
Total
19,470.00

Amount Chargeable(in words)

E.&O.E

Indian Rupees: NINETEEN THOUSAND FOUR HUNDRED AND SEVENTY RUPEES ONLY

	Taxable	Central Tax		State Tax	
	Value	Rate	Amount	Rate	Amount
	16,500.00	9%	1,485.00	9%	1,485.00
Total	16,500.00		1,485.00		1,485.00

Tax Amount (in words) : ONE THOUSAND FOUR HUNDRED EIGHTY FIVE RUPEES ONLY

Thanks & Regards,
Annaboina S Divya

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