PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	17/4/23	Prepared by	[signature]	Serial no.	
Supplier name	EMANDI ENTERPRISES			HO inward no.	
Firm/Company	NRK Biotech	Project	PM GO	HO received date	
PO/WO date	29/3/23	PO/WO No.	29058	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	013	10/4/23	2714	□ 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.: 2023041801 5	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:	2714/–
Amount E – PO / WO value:	2714/–
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:	[signature]				
Sign:	[signature]	[signature]			
Date	17/4/23				
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 :
Dr.Nrk Biotech pvt Ltd
Plot no.11,, TSIIC Industrial Development Area,
Sno.230 to 243, Turkapally, Medchal - Malkajgiri,
Hyderabad,Telangana,500078
GSTNO:

Date : 10-04-2023
Invoice No: EE/23-24/013

S.NO	PARTICULARS	HSN CODE	QTY	RATE	AMOUNT	SGST @9%	CGST @9%	T.AMOUNT
1	Foam Board A0	39211900	1.00	2,300.00	2,300.00	207.00	207.00	2,714.00
			1		2,300.00	207.00	207.00	2,714.00
		Round off (+/-)						-
		Grand Total						2,714.00

Rupees in Words : Two thousand seven hundred and fourteen 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 : 923030011125090
IFSC CODE : UTIB0001455
MALKAJGIRI BRANCH, HYDERABAD

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.

Purchase Order

Original

From Company:	Dr.Nrk Biotech pvt Ltd Plot no.11,, TSIIC Industrial Development Area, Sno.230 to 243, Turkapally, Medchal - Malkajgiri, Hyderabad,Telangana,500078 GSTNO:	Delivery Location:	Nextopolis Sy No 230 to 243, Turkapally Village Hyderabad,Telangana,500078 Bala Murali Krishna,7337371177

Supplier Details				
Emandi Enterprises Plot no. 179, H.no. 29-1384/2/4/1, road no.7, Deen Dayal Nagar Neredmet, Malkajgiri Hyderabad,TG,500015 GSTIN:36BBJPR6606L1Z4 Mr.Hari,9000753753	PO No	20230329058	Quote No	
	PO Date	29 Mar 2023	Quote Date	30 Mar 2023
	Supply Type		Requisition Num	20230327043

SNo.	Item Name	Addl Spec	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
							IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	PROM2263-Promotions-Foam Board---A0 5mm-Nos		1.00	2,300.00	0%	2,300	0%	9%	9%	0	207	207	2,714
									Total Amount ...	0	207	207	2,714

Rupees in words : Two Thousand Seven Hundred And Fourteen Only.

Terms and Conditions:-

Additional Specifications	A0 size foam board
Tax :	Inclusive of GST and other taxes.
Delivery Date :	Within ____ days of PO
Delivery Location :	As given above.
Transport:	By Vendor or Purchaser
Advance Paid :	Nil. / ___ % of PO value.
Payment Terms :	Within ____ days of delivery and on submission of bills.
Bill submission:	Proof of delivery & original invoice must be delivered to Second floor, Soham Mansion, M.G. Road, Secunderabad- 03.Do not send to site.