

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 25/4/23		Prepared by: J. M. W. H.		Serial no.	
Supplier name: V. G. Veen				HO inward no.	
Firm/Company: MC Modi Educational Trust		Project: Educational Trust		HO received date	
PO/WO date: 29/3/23		PO/WO No.: 20230329026		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	14	17/4/23	9450/-	☐ 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.: 20230425034	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:				9450/-	
Amount F – Difference (A – E):				9450	
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:	J. M. W. H.				
Sign:					
Date	25/4/23				
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.

TAX INVOICE

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

M/s **MC Modi Educational Trust**

5-4-187/3 &4, 2nd Floor, MG Road, Secunderabad - 500003

Phone no

Invoice No. VGM-2324-14 Date : 17-04-2023

Your P.O No. 20230329026 Date : 29-03-2023

DC No : Date : 17-04-2023

Order Confirmed
by :

S. No	Description	HSN/ SAC	Qty	Rate	CGST %	SGST %	IGST %	Amount
1	Advertisement "MCMET Ad in Sakshi Hyd" Size:3x10 Publication:Sakshi Date of Pub:01-04-2023	998636	1 NOS	9000.00	2.50	2.50		9000.00

OUR	CUSTOMER	Total Amount	9,000.00
GSTIN : 36AADCV9375P1ZC	36AAATM5488Q2Z0	Total CGST Amount	225.00
TIN No. : 36641857335		Total SGST Amount	225.00
STC No. : AADCV9375PSD001		Total IGST Amount	
IT PAN No: AADCV9375P		Grand Total (INR)	9,450.00

- 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 :
NINE THOUSAND FOUR HUNDRED AND FIFTY 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

Purchase Order

Original

From Company:	M C Modi Educational Trust Muraharipally village GSTNO:AAATM 5488Q	Delivery Location:	Manilal Modi Memorial Hospital Survey no 31&32 9121282862
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Supplier Details							
V Green Media Pvt.Ltd. 3-6-530/3, 1st floor, street.no.7, (opp. lane of Minerva coffee shop), Himayathnagar, Hyderabad. Hyderabad,TG,500029 GSTIN:36AADCV9375P1ZC Accounts Department,040 – 6646 4477 info@vgreenmedia.com				PO No	20230329026	Quote No	
				PO Date	29 Mar 2023	Quote Date	30 Mar 2023
				Supply Type	Purchase Order	Requisition Num	20230329018

SNo.	Item Name	Addl Spec	Qty	Rate	Dis%	Taxable Amount	GST%						Amount	
							IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT		
1	PROM2697-Promotions-Design Charges-Display ad--Nos.		1.00	9,000.00	0%	9,000	0%	2.5%	2.5%	0	225	225	9,450	
Total Amount ...											0	225	225	9,450

Rupess in words : Nine Thousand Four Hundred And Fifty Only.

Rupees in words : Nine Thousand Four Hundred And Fifty Only.

Terms and Conditions:-

Additional Specifications MCMET ad in Sakshi on 01-04-2023

Tax : Inclusive of GST and other taxes.

Delivery Date : Within 7 days of PO

Delivery Location : As given above.

Transport: By Vendor or Purchaser

Advance Paid : Nil / ____ % of PO value.

Payment Terms : Within 15 days of delivery and on submission of bills.



చేయవద్దు. పౌరకులు ఈ విషయాన్ని గమనించగలరు.