PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	8/5/23	Prepared by	[illegible]	Serial no.	
Supplier name	Leomind creatives			HO inward no.	
Firm/Company	Modi Properties Pvt Ltd	Project	MPL	HO received date	
PO/WO date	17/4/23	PO/WO No.	2023041705[illegible]	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	002	5/4/23	4956/-	☐ 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.: 20230504056	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:	4956/-
Amount F – Difference (A – E):	4956/-
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:	[illegible]				
Sign:	[signature]	[signature]			
Date	8/5/23	APPROVED BY 08 MAY 2023			
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.

Leomind Creatives

#2-2-647/227/3, Street No.II, Central Excise Colony,
Lane Behind Divyanjali High School, Bagh Amberpet,
HYDERABAD - 500 013. Telangana State, India
Phone: +91 40 3587 5843, Mobile: 905 905 0993
E-mail: leomindcreatives@gmail.com

GSTIN: 36DDCPG9552D1ZM
PAN: DDCPG9552D

TAX INVOICE

To,
Modi Properties Pvt.Ltd.
5-4-187/3 & 4, IInd Floor, M.G.Road,
Secunderabad - 500003.
Telangana State.

GSTIN No. : 36AABCM4761E1ZM

INVOICE No. :	LMC-2023-24/002
DATE :	05-04-2023
P.O / Order No. :	Mail Order
DATE :	30-03-2023

S.No.	DESCRIPTION	HSN/SAC	QTY.	RATE (INR)	TOTAL (INR)
1.	Towards the Design Charges for Modi Properties - Mayflower Platinum Floor Plans Leaflets Front & Back Multicolour Printing on 130 GSM Art Paper Open Size: 8" X 11.35 " Enclosed DC No.: LMC-DC-2023-24/001	998361	•1000•	4.20	4,200.00

E.&O.E

TOTAL AMOUNT	4,200.00
CGST @ 9%	378.00
SGST @ 9%	378.00
IGST @ -	-
GRAND TOTAL (INR)	4,956.00

Grand Total (INR in words)

Four Thousand Nine Hundred Fifty Six Only.

I hear by certify that this invoice shows the actual price of Creatives / Printing / Digital / Electronic / In & Outdoor media advertising promotional described, that no other invoice has been issued, and that all particulars are true and correct

Payment Options :

Payment should be made by DD / Cheque in favour of "LEOMIND CREATIVES
or Online Transfer

- Account No : 24200200000965
- Bank Name & Branch : BANK OF BARODA, Tilak Nagar Branch, Hyderabad
- IFSC Code : BARB0TILHYD (Fifth character is zero)

Terms & Conditions :

1. Complaints / Clarifications will not be entertained after 7 days of delivery
2. Interest @ 24% p.a. is charged on unrealised payment.

For Leomind Creatives

LEOMIND CREATIVES

Authorised Signatory

Purchase Order

Original

From Company:	Modi Properties Pvt. Ltd. 5-4-187/3&4, IInd FloorSoham MansionM.G.Road Secunderabad,TELANGANA,500003 GSTNO:36AABCM4761E1ZM	Delivery Location:	Mayflower Platinum Sy 82/1, Mallapur, Nacharam, Main road. Hyderabad,Telangana,500076 Narender,7680971999

Supplier Details				
Leomind Creatives 2-2-647/227/3, 1st floor, Street No.11, C.E. colony, Lane behind Divyanjali High School, Bagh Amberpet, Hyderabad Hyderabad,TG,500013 GSTIN:36DDCPG9552D1ZM SARATHI,90590 50993 leomindcreatives@gmail.com	PO No	20230417055	Quote No	
	PO Date	17 Apr 2023	Quote Date	17 Apr 2023
	Supply Type		Requisition Num	20230417031

SNo.	Item Name	Addl Spec	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
							IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	PROM4814-Promotions-Design Charges-New Plans--Misc-Nos	MPL floor plan back to back printing on 130 GSM 8x11.35 inches	1,000.00	4.20	0%	4,200	0%	9%	9%	0	378	378	4,956
									Total Amount ...	0	378	378	4,956

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

Terms and Conditions:-

Additional Specifications: MPL floor plan back to back printing on 130 GSM 8x11.35 inches

Tax : Inclusive of GST and other taxes.

04/05/23 03:43:07 PM

MRN – 202305040
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