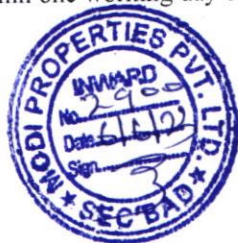


PURCHASE DIVISION
Advice for approval for credit to supplier

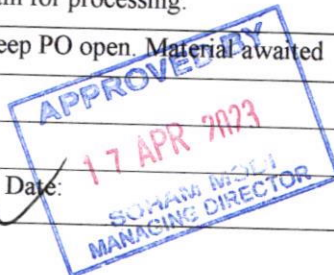
Date:		06.06.23		Prepared by	V. RAVI	Serial no.	18680
Supplier name		Sree Rama Krishna Engg. co				HO inward no.	
Firm/Company		Sevare Indus. P.		Project	Sevare Farms.	HO received date	
PO/WO date		04/03/23		PO/WO No.	97793	Scan ID.	
Sl no.	Bill no.		Bill date		Bill amount	Original attached	
1.	493		04.03.23		24,194.00	☒ Yes ☐ No	
2.						☐ Yes ☐ No	
3.						☐ Yes ☐ No	
4.						☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):						24,194.00	
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report							
MRN nos.:	118275				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:						24,194.00	
Amount E – PO / WO value:						24,194.00	
Amount F – Difference (A – E):						Nil	
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				10.06.23.			
Remarks: - find bill.							
Approved by	Purchase Officer	Purchase Manager	M D		Accountant	Accounts Manager	
Name:		V. RAVI					
Sign:		<i>[Signature]</i>					
Date		06.06.23					
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.



Form for closure of purchase order

PO no.: 97793	PO date: 04-03-23	Req. no.: 150681	Advice Scan ID	
Barcoded PO available ☒ Y/ ☐ N	Invoice original available ☒ Y/ ☐ N	Copy available ☐ Y/ ☐ N	POD available ☒ Y/ ☐ N	
Data required from site/engineers:				
MRN nos. related to PO	118275			
☐ Part material received.	☒ Full material received.	☐ Material not received.		
☐ Close PO - Balance material will be re-ordered by new requisition.				
☐ Cancel PO. Material not required.	☐ Cancel PO. Material will be re-ordered by new requisition			
☐ Keep PO open. Material required.	☐ Keep PO open. Work under progress.			
Remarks by engineer: Material received.				
Notes: 1. Provide details of material received by way of separate attachment. 2. Provide scanned copy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be scanned and sent to Ravi.				
Prepared by: ch. chandra shekar	Sign: for [Signature]	Date: 14.04.23.		
Data required from accounts:				
☐	Checked with E&D for receipt of bills.			
☒ Bills not received against this PO.	☐ Part bill received against this PO.	☐ All bills received against this PO.		
☐ Advance paid against this PO	Amount paid:	Date of payment:		
Details of part bill received:				
Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier
1.				
2.				
3.				
4.				
Remarks by Accountants: Bills not received against this P.O				
Prepared by: B. Sudheer	Sign: Sudheer	Date: 17/04/23		
Notes: 1. POs/WOs issued for turnkey works - may have been processed by E&D. Check before filling the above.				
Prepared by:	Sign:	Date:		
Remarks by Ravi + details of bills to be approved:				
Sl. No.	Bill no.	Bill date	Bill amount	MRN no.
1.	493	04.03.23	24,194-00	118275
2.				
3.				
Remarks: Need certified true copy from vendor.				
Prepared by: Ravi	Sign: [Signature]	Date: 12/4/23		
Advice by MD - action to be taken.				
☒	Get certified bill from supplier (not original).		☐ Prepare bill in SSLLP for material supplied.	
☒	Thereafter, prepare advice for credit to supplier and send to Soham for processing.			
☒	Close PO	☐	Keep PO open. Material awaited	
☐	Accounts to be reconciled with supplier. Get supplier's ledger.			
Remarks:				
Approved by: Soham	Sign:	Date: 17 APR 2023		



MIKZA COMPTON
101, STREET, KANGKUNG
SI GUNDI RAJAH
PH: 09000022212
GUNDI RAJAH 3031 P302303220
State Name: Telangana, Code: 303
E-Mail: sreeraktelanganapress@gmail.com

423

Chapter No

Abstract

4-Mar-23

Mode/Means of Payment

Other References

United

Dated

Usage

1. *Agrostis*, *Hyst*

193 dt. 4-Mar-23

1999

Dispatch Doc No

Dr. David H. Hirsch

Forms of Delivery

Consignees

SERENE CONSTRUCTIONS LLP

5 4 187/3 AND 4, MG ROAD, SOHAM MANSION,
SI CUNDERABAD, Hangaraddy, 500003, Telangana
GSTIN/UIN : 36ACVF S7809P1ZV
State Name : Telangana, Code : 36

Contact person : SERENF CONSTRUCTIONS LLP
Contact : 9866755299

1570

SERENE CONSTRUCTIONS LLP

5-4-187/3 AND 4, MG ROAD, SOHAM MANSION,
SECUNDERABAD, Rangareddy, 500003, Telangana

GSTIN/UIN : 36ACVFS7909P17V

State Name : Telangana, Code : 36

Place of Supply : Telangana

Contact person : SERENE CONSTRUCTIONS LLP

Contact: 9886755299

PO No: 97793

17 AUG 1951
408
118275
Security
03/03/53
10103623
Goway

Amount Chargeable (in words)

INR Twenty Four Thousand One Hundred Ninety Four Only

E. & O.E.

Tax Amount (in words) : **INR Three Thousand Six Hundred Ninety and Sixty Two paise Only**

Company's PAFJ

B E L P B 0 2 3 0 B

(2) $\frac{1}{2} \leq \frac{a}{b} \leq 1$

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for **SREERAMA**



SUBJECT TO SECURITY RAIN JURISDICTION

This is a Computer Generated Invoice

Purchase Order

Page(s) 1 Of 1

14-04-2023 14:20:10

Original / Office Copy / Purchase Div.Copy

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details

Sree Ramakrishna Engineering Company
H no- 5-528/10, Mirza complex, Hill street, Ranjgunj, Secunderabad-500003

GSTIN 36BELPB0230B2ZC

040-27712689

9000022212

Doc No	97793	150681
Doc Date	04-03-2023	
Quote No	NIL	
Quote Date	04-03-2023	
SupplyType	Supply	

Kind Attn : I Ravi Kiran

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 203400 - PLUM-Plumbing - Submersible pump Three Phase-- Kirlosker-KS4B-303 - 3HP - Nos	1.00	29,290.00	30.00	18.00	24,193.54
Total Order Value . . .					24,193.54

Rupees : Twenty Four Thousand One Hundred Ninty Three and Paise Fifty Four Only.

Terms and Conditions :-

Specification /	All items shall be of Dasmesh brand, Brass water meter screwd and multiject class B, 50 MM
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Working Day.
Delivery Location	Serene Farms Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503 Phone. ..
Penalty For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	One year
Advance Paid	NIL
Other Terms	We reserve the right to reject items not conforming to quality and specifications.As per MD sir instruction .
Completion Date	NA
Measurment	Nil
Security	Nil
Remarks	'Original invoice + copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.'

For **Serene Constructions LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sree Ramakrishna Engineering Company**

Name : _____

Name : _____

Date : ____/____/____

Purchase Order

Page(s) 1 Of 1

04-03-2023 1:13:26 PM



97793

16.02.23 5:15:19

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details

Sree Ramakrishna Engineering Company
H no- 5-528/10, Mirza complex, Hill street, Ranjgunj, Secunderabad-500003

GSTIN 36BELPB0230B2ZC

040-27712689

9000022212

Doc No	97793	150681
Doc Date	04-03-2023	
Quote No	NIL	
Quote Date	04-03-2023	
SupplyType	Supply	

Kind Attn : I Ravi Kiran

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Transportation	Transport cost shall be borne by us.
Warranty	One year
Advance Paid	NIL
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Measurment	Nil
Security	Nil
Remarks	'Original invoice + copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.'

For **Serene Constructions LLP**

Authorised Signatory

Name : _____

Contact - -

Accepted the above Terms And Conditions

For **Sree Ramakrishna Engineering Company**

Date : ____/____/____

Name : _____

Requisition Form SERENE CONSTRUCTION LLP

Company Name: SERENE FARMS

Date: 04-03-2023

Site & Phase : villa no28 bore well pump purpose

Time: 0:00

Unit No./Block No.

Supplier: Req. No. 150681

Material required before date: today ID No. 84842

S No Item Qty required Qty available at site Order Qty Inward No Inward Date

1 PLUM8613-Plumbing-Borewell submersible pump -3 phase- Kirlosker KS4B 3030-3HP-Nos 1 1

2 3 4 5 6 7 8 9 10

Super Dam with 2634 21193

Remarks: As per MD sir instruction

APPROVED
04 MAR 2023
P. VENKATESHWARLU
MANAGER PURCHASE

Engineer

Project Manager

Purchase

MD

Prepared By: CH.CHANDRASHEKARREDDY

Approved By: CH.CHANDRASHEKARREDDY

Sign & Date: Ch. Chakraborty / 04/03/23

