PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	7/6/23	Prepared by	Salman	Serial no.	
Supplier name	Varna Media			HO inward no.	
Firm/Company	media consulting services	Project	MCS	HO received date	
PO/WO date	11/5/23	PO/WO No.	11001	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2571	13/5/23	10,206	☑ 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.:	20230530029	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:	10,206		
Amount E – PO / WO value:	10,206		
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	9 12/6/23		
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Salman				
Sign:		APPROVED BY S. PRASAD MANAGER-PROMOTIONS 8/6/23			
Date	7/6/23				
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.

VARNAMEDIA

VARNA MEDIA
7-1-644/2/1/F, Flat No. 101,
Veera Palace, Sundar Nagar, ESI,
Hyd - 500 038,Tele : 040-3558 7688,
Email : info@varnamedia.com
GST: 36ALPPK8881P1ZW

To,
M/s. Modi Consultancy Services,
Secunderabad, Telangana.

Invoice No. 2571
Date : 13.05.2023

INVOICE

S.No.	Particulars	Size W X	H	S.Cm	Rate	Amount (Rs.)
	Being Charges for Advertisement Publication In					
1	Publication : **Times of India**	3	12	36	300.00	10800.00
	Edition : Hyderabad					
	Page : Times Property Page					
	NatureofAd : Vista & NE - Classified Display Ad					
	Hue : Colour					
	Scheme : 5+3 Scheme					
*	Pub Dt. 1 : **13.05.2023**					
	References :					
	SAC CODE : 9983	Total				10800.00
	PO. No. : 20230511001, 11.05.2023, 5th Insertion	Discount 10%				1080.00
		After Discount				9720.00
		CGST 2.5%				243.00
Amount in Words :	Ten thousand two hundred and six only	SGST 2.5%				243.00
		NET PAYABLE AMOUNT				**10,206**

PAN No. : ALPPK8881P GST : 36ALPPK8881P1ZW

T&C Standard Any Discrepencies should be brought to notice within 6 working days, after which the complaint is not entertained.

Payment Payments should be made payable to "VARNA MEDIA"
A/c: 3337000600015701 IFSC: KARB0000333 Bank: Karnakata Bank, Umanagar Br.

Pymt. Delay Penal Interest @ 24% chargeable for payment delays
Subject to Hyderabad Jurisdiction

Thanking you,
for VARNA MEDIA

VARNA MEDIA HYDERABAD

Sarithy

Authorized Signatory

Purchase Order

Original

From Company:	Modi Consultancy Services 5-4-187/3&4, IInd Floor, Soham Mansion MG Road Secunderabad Hyderabad,Telangana,500003 GSTNO:

Supplier Details				
Varna Media 7-1-644/2/1/F F.No.101 Veera Palace, Sundar Nagar, Erragada Hyderbad, TG, 500038 GSTIN:36ALPPK8881P1ZW Balakrishna Reddy, 9248075852	PO No	20230511001	Quote No	
	PO Date	11 May 2023	Quote Date	11 May 2023
	Supply Type	Purchase Order	Requisition Num	20230511006

SNo.	Item Name	Addl Spec	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
							IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	PROM2067-Promotions-Design Charges-Classified Display ad Single Column--Nos.	VISTA & NE ad in TOI Hyd on 13-05-2023	1.00	9,720.00	0%	9,720	0%	2.5%	2.5%	0	243	243	10,206
									Total Amount ...	0	243	243	10,206

Rupees in words : Ten Thousands Two Hundred And Six Only.

Terms and Conditions:-

Additional Specifications	VISTA & NE ad in TOI Hyd on 13-05-2023
Tax :	Inclusive of GST and other taxes.
Delivery Date :	Within 15 days of PO
Delivery Location :	As given above.
Transport:	By Vendor or Purchaser

Ment-202305300029

30/05/23 11:32:15 AM