

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 27/6/23		Prepared by: C/MWH		Serial no.	
Supplier name: Mehta Prop Properties Online Pvt Ltd		HO inward no.			
Firm/Company: Mehta & Mehta Realty Kowloon		Project: PO/WO No.		HO received date	
PO/WO date		Scan ID.			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	29	14/6/23	8566 /	☐ 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: ☐ DC/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN no.:	Proof of delivery matches MRN	☐ Yes ☐ No
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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:

Amount F - Difference (A - E):

Quantity received as per PO / WO ☐ Yes ☐ Excess received ☐ Short received ☐ Part received

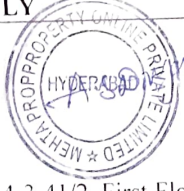
Close PO / WO ☐ Yes ☐ No - wait for balance material ☐ Other

Payment - due date

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	C/MWH				
Sign:					
Date:	27/6/23				
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 weightment 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.

INVOICE					
Mehta Propproperty Online Private Limited					
# 4-3-41/2, First Floor		Invoice No. SAL/29			
Ghasmandi Road, Secunderabad		Invoice Date. 14/06/2023			
GSTIN/UIN: 36AAKCM3777H1Z1		Mehta Propproperty Online Private Limited			
Staten Name : Telangana, Code :03		Account Details			
Mehta and Modi Realty Kowkur LLP		Account Holder Name:		MEHTA PROPPROPERTY ONLINE PRIVATE LIMITED	
5-4-187/3&4, 2nd Floor, Soham Mansion		Account Number:		009763300000776	
MG Road Secunderabad		IFSC Code:		YESB0000097	
Hyderabad					
GSTIN/UIN: 36ABLFM7631F1Z3					
Staten Name : Telangana, Code :03					
S.No	Project Name	Address	Qty	Rate	Amount
1	Greenwood Heights	Kowkur	11	660	7,260.00
	CGST +9%	Near Yapral			653.40
	SGST +9%	Hyderabad			653.40
Total					8,566.80
Amount Chargeable(in words)					E.&O.E
Indian Rupees: EIGHT THOUSAND FIVE HUNDRED AND SIXTY SIX RUPEES ONLY					
	Taxable	Central Tax		State Tax	
	Value	Rate	Amount	Rate	Amount
	7,260.00	9%	653.40	9%	653.40
Total	7,260.00		653.40		653.40
Tax Amount (in words): ONE THOUSAND THREE HUNDRED AND SIX RUPEES ONLY					
				Thanks & Regards, Annaboina S Divya Marketing Manager +91 9100377088 divya@propproperty.com Experience the first online marketplace for Construction Industry! Mehta Propproperty Online Pvt. Ltd. www.propproperty.com # 4-3-41/2, First Floor, Ghasmandi Road, Sec'bad, Telangana -500 003 Ph: +91 040 48514361	