

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 28/6/23		Prepared by: CPW		Serial no.	
Supplier name: MCAH Prop Property and RT LTD		Project: MPL		HO inward no.	
Firm/Company: MOD Property and RT LTD		PO/WO No.		HO received date	
PO/WO date				Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	33	28/6/23	23361	☐ 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.:	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: 2336

Amount F - Difference (A - E): 2336

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:	CPW				
Sign:					
Date	28/6/23				
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		Invoice No: SAL 33			
# 4-3-41/2, First Floor		Invoice Date: 20/06/2023			
Ghasmandi Road, Secunderabad		Mehta Propproperty Online Private Limited			
GSTIN IN: 36AAKCM3777H1/1		Account Details			
State Name: Telangana, Code: 03		Account Holder Name: MEHTA PROPPROPERTY ONLINE PRIVATE LIMITED			
Modi Properties Pvt Ltd		Account Number: 009763300000776			
5-4-57 3&4, 2nd Floor, Saham		IFSC Code: YESB00000097			
Mansion					
MC Road Secunderabad					
Hyderabad					
GSTIN IN: 36AABCM4761U/1/M					
State Name: Telangana, Code: 03					
S.No	Project Name	Address	Qty	Rate	Amount
1	Mayflower Platinum	Mallapur	3	660	1,980.00
	CGST +9%	Near			178.20
	SGST +9%	Habsiguda			178.20
		Hyderabad			
Total					2,336.40
Amount Chargeable(in words)					E & O E
Indian Rupees: TWO THOUSAND THREE HUNDRED AND THIRTY SIX RUPEES ONLY					
Taxable Value		Central Tax		State Tax	
		Rate	Amount	Rate	Amount
1,980.00		9%	178.20	9%	178.20
Total			178.20		178.20
Tax Amount (in words): THREE HUNDRED AND FIFTY 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					