

**PURCHASE DIVISION**  
Advice for approval for credit to supplier

|                                               |  |                   |  |                  |  |
|-----------------------------------------------|--|-------------------|--|------------------|--|
| Date: 25/7/23                                 |  | Prepared by: YHWH |  | Serial no.       |  |
| Supplier name: Meking Bop Bop Bop Bop Bop Bop |  | Project: MADI RAN |  | HO inward no.    |  |
| Firm/Company: MADI RAN                        |  | PO/WO No.         |  | HO received date |  |
| PO/WO date                                    |  | PO/WO No.         |  | Scan ID.         |  |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached                                        |
|--------|----------|-----------|-------------|----------------------------------------------------------|
| 1.     | 39       | 3/7/23    | 5451        | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 2.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 3.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 4.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Amount A - Bills total (Excluding Transport & Hameli Charges):

Proof of delivery by way of: ☐ DCA/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

|           |                               |                                                          |
|-----------|-------------------------------|----------------------------------------------------------|
| MRN nos.: | Proof of delivery matches MRN | <input type="checkbox"/> Yes <input type="checkbox"/> 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:

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:          | YHWH             |                  |            |            |                  |
| Sign:          |                  |                  |            |            |                  |
| Date           | 25/7/23          |                  |            |            |                  |
| 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, Hameli 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

Ghasmandi Road, Secunderabad

GSTIN/UIN: 36AAKCM3777H1Z1

State Name : Telangana.Code :03

**Modi Realty (Mallapur) LLP**

5-4-187/3&4,2nd Floor,Soham Mansion

MG Road Secunderabad Hyderabad

GSTIN/UIN: 36AAEFM1459R1ZP

State Name : Telangana.Code :03

Invoice No. SAL/39

Invoice Date. 03/07/2023

**Mehta Propproperty Online Private Limited**

**Account Details**

**Account Holder Name:** MEHTA PROPPROPERTY ONLINE PRIVATE LIMITED

009763300000776

**Account Number:**

**IFSC Code:** YESB0000097

| S.No         | Project Name                | Address                                    | Qty | Rate | Amount                       |
|--------------|-----------------------------|--------------------------------------------|-----|------|------------------------------|
| 1            | GMR<br>CGST +9%<br>SGST +9% | Mallapur<br>Near<br>Habsiguda<br>Hyderabad | 7   | 660  | 4,620.00<br>415.80<br>415.80 |
| <b>Total</b> |                             |                                            |     |      | <b>5,451.60</b>              |

Amount Chargeable(in words)

E.&O.E

**Indian Rupees: FIVE THOUSAND FOUR HUNDRED AND FIFTY ONE RUPEES ONLY**

| Taxable Value | Central Tax |               | State Tax |               |
|---------------|-------------|---------------|-----------|---------------|
|               | Rate        | Amount        | Rate      | Amount        |
| 4,620.00      | 9%          | 415.80        | 9%        | 415.80        |
| <b>Total</b>  |             | <b>415.80</b> |           | <b>415.80</b> |

**Tax Amount (in words): EIGHT HUNDRED THIRTY ONE RUPEES ONLY**



**Thanks & Regards,**

Annaboina S Divya

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