PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	25/7/23	Prepared by	Yamuna	Serial no.	
Supplier name	VARNA MEDIA			HO inward no.	
Firm/Company	Mehta's Modi Realty	Project	Kowlur UP	HO received date	
PO/WO date	3/7/23	PO/WO No.	3009	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2618	1/7/23	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.: 20230728012		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			
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Yamuna				
Sign:					
Date	25/7/23	25 JUL 2023			
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.

VARNA MEDIA

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. Mehta & Modi Realty Kowkur LLP.,

Secunderabad, Telangana.

GSTIN : 36ABLFM7631F1Z3

Invoice No. **2618**

Date : 01.07.2023

INVOICE

S.No.	Particulars	Size W X	Size H	Size 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 : SOV & GHT - Classified Display Ad					
	Hue : Colour					
	Scheme : 5+3 Scheme					
*	Pub Dt. 1 : **01.07.2023**					
	References :					
	SAC CODE : 9983	Total				10800.00
	PO. No. : 20230703009, 03.07.2023, 4th insertion	Discount 10%				1080.00
		After Discount				9720.00
		CGST 2.5%				243.00
		SGST 2.5%				243.00
	Amount in Words : Ten thousand two hundred and six only	**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**

Authorized Signatory

Purchase Order

Original

From Company:	Mehta & Modi Realty Kowkur LLP 5-4-187/3&4, IInd FloorSoham MansionM.G.Road Secunderabad,TELANGANA,500003 GSTNO:36ABLFM7631F1Z3	Delivery Location:	Greenwood Heights Sy.No. 196, Kowkur, Bollarum Hyderabad,Telangana,500010 A.Suresh,9502232100

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	20230703009	Quote No	
	PO Date	03 Jul 2023	Quote Date	03 Jul 2023
	Supply Type	Purchase Order	Requisition Num	20230703008

SNo.	Item Name	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.	1.00	9,720.00	0%	9,720	0%	2.5%	2.5%	0	243	243	10,206
Addl Spec	SOV & GHT ad in TOI Hyd on 01-07-2023											
								Total Amount ...	0	243	243	10,206

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

Terms and Conditions:-

Additional Specifications	SOV & GHT ad in TOI Hyd on 01-07-2023
Tax :	Inclusive of GST and other taxes.
Delivery Date :	Within ____ days of PO
Delivery Location :	As given above.
Transport:	By Vendor or Purchaser
Advance Paid :	Nil. / ___ % of PO value.
Payment Terms :	Within ____ days of delivery and on submission of bills.