

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		4/8/23		Prepared by		Y. N. K. A. C.		Serial no.			
Supplier name		Mehla's Prop Property online Pvt. Ltd.				HO inward no.					
Firm/Company		Mehla's Prop Property online Pvt. Ltd.				HO received date					
PO/WO date				Project		PO/WO No.		Scan ID.			
SI no.		Bill no.		Bill date		Bill amount		Original attached			
1.		45		19/7/23		7009		☐ 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			
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:		Y. N. K. A. C.		[Signature]							
Sign:		[Signature]		[Signature]							
Date		4/8/23									
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

Ghasmandi Road, Secunderabad

GSTIN/ UIN: 36AAKCM3777H1Z1

State Name : Telangana, Code :03

Mehta and Modi Realty Kowkur LLP

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

MG Road Secunderabad

Hyderabad

GSTIN/ UIN: 36ABLFM7631F1Z3

State Name : Telangana, Code :03

Invoice No. SAL/45

Invoice Date. 19/07/2023

Mehta Propproperty Online Private Limited

Account Details

Account Holder Name:

MEHTA PROPPROPERTY ONLINE PRIVATE LIMITED

Account Number:

009763300000776

IFSC Code:

YESB0000097

S.No	Project Name	Address	Qty	Rate	Amount
1	Greenwood Heights CGST +9% SGST +9%	Kowkur Near Yapral Hyderabad	9	660	5,940.00
Total					534.60
Amount Chargeable(in words)					534.60
Indian Rupees: SEVEN THOUSAND NINE RUPEES ONLY					7,009.20
					E.&O.E
Taxable Value		Central Tax		State Tax	
5,940.00		Rate	Amount	Rate	Amount
Total		9%	534.60	9%	534.60
5,940.00			534.60		534.60
Tax Amount (in words): ONE THOUSAND SIXTY EIGHT RUPEES ONLY					534.60



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Experience the first online marketplace for Construction Industry!
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Thanks & Regards,
Annaboina S Divya