

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 4/8/23		Prepared by: YHWA		Serial no.	
Supplier name: N. V. Keen MEDIA				HO inward no.	
Firm/Company: Sinner oale		Project: Sinner oale		HO received date	
PO/WO date: 20/7/23		PO/WO No.: 0012		Scan ID.	

Sl. no.	Bill no.	Bill date	Bill amount	Original attached
1	169	27/7/23	2895/-	☐ Yes ☐ No
2				☐ Yes ☐ No
3				☐ Yes ☐ No
4				☐ Yes ☐ No

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

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

MERN no.: 20230816066	Proof of delivery matches MERN	☐ 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:	YHWA				
Sign:					
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, arrangements 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, Every bill, test reports, etc. 4. In Amount A, exclude transport, Haulage charges, etc., and instead include in Amount B. 5. This report must reach RO within one working day of approval by purchase officer/purchase manager.

TAX INVOICE

V GREEN MEDIA Pvt. Ltd.
3-6-530/2, Street No 7, Himayathnagar
Hyderabad - 500 029, T. S., India
CIN: U74300AP2011PTC075248

To,
M/s

Silver Oak Villas LLP

5-4-187/3&4, II nd Floor, M.G Road, Secunderabad

Phone no

Invoice No.

Your P.O No.

DC No :

Order Confirmed by :

VGM-2324-169

20230703012

2023072

0012

Date : 27-07-2023

Date : 03-07-2023

Date : 17-04-2023

S. No	Description	HSN/ SAC	Qty	Rate	CGST %	SGST %	IGST %	Amount
1	Advertisement "SOR Ad in Hindu" Size:3.5x7 Publication:Hindu Date of Pub:15-07-2023	998636	1 NOS	2756.00	2.50	2.50		2756.00

	OUR	CUSTOMER	Total Amount	2,756.00
GSTIN :	36AADCV9375P1ZC	36ADBFS3288A2Z7	Total CGST Amount	68.90
TIN No. :	36641857335		Total SGST Amount	68.90
STC No. :	AADCV9375PSDC01		Total IGST Amount	
IT PAN No:	AADCV9375P		Grand Total (INR)	2,893.80

- Payment should be made by Crossed Demand Draft / Cheque in favour

M/s V GREEN MEDIA PVT. LTD. Payable at Hyderabad.

- Interest @ 24 % p.a. is charged on unrealised payments.

- Complaints /Clarifications will not be entertained after 7days of delivery.

- Subject to Hyderabad jurisdiction only.

- E & O. E.

Amount in Indian Rupees :

TWO THOUSAND EIGHT HUNDRED AND NINETY THREE AND PAISE EIGHTY ONLY

Bank Details : HDFC Bank Ltd.

Panjagutta, Hyderabad.

A/c : 50200033057768, IFSC CODE :

For V Green Media Pvt Ltd.

Receiver's Signature & Stamp

Prepared by

Checked by

Authorised Signatory

Purchase Order

From Company:

Silveroak Villas LLP
5-4-187/3&4, 11nd Floor Soham MansionM.G.Road
Secunderabad, TELANGANA, 500003
GSTNO:36ADBFS3288A2Z7

Original

Supplier Details

V Green Media Pvt Ltd.
3-6-530/3, 1st floor, street no. 7, (opp. lane of Minerva coffee shop) Himayathnagar,
Hyderabad
Hyderabad, TG, 500029
GSTIN:36AADCV9375P1ZC
Accounts Department, 040 - 6646 4477
info@vgreenmedia.com

V Green Media Pvt Ltd. 3-6-530-3, 1st floor, street no.7, (opp. lane of Minerva coffee shop) Himayathnagar, Hyderabad Hyderabad, TG, 500029 GSTIN:36AADCV9375P1ZC Accounts Department, 040 – 6646 4477 info@vgreenmedia.com						PO No		20230720012		Quote No					
						PO Date		20 Jul 2023		Quote Date		20 Jul 2023			
						Supply Type		Purchase Order		Requisition Num		20230720006			
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	2,756.00	0%	2,756	0%	2.5%	2.5%	0	69	69	2,894	
Addl Spec		SOR ad in Hindu Hyd on 15-07-2023													
Total Amount ...												0	69	69	2,894
Rupees in words : Two Thousand Eight Hundred And Ninety Four Only.															

Terms and Conditions:-

Additional Specifications

SOR ad in Hindu Hyd on 15-07-2023

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.

169

Signature

