ADMIN-AUDIT / PURCHASE DIVISION
Advice for Credit to Supplier - Manual

Date:	11.01.24	Prepared by	V. RAVI	Serial no.	
Supplier name	Mahalaxmi Traders			HO inward no.	
Firm/Company	G.V.R.C	Project	Innopolis	HO received date	
PO/WO date	02.07.23	PO/WO No.	20230726014	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	MLT/0150/23-24	29.07.23	6800-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	6800-00

Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report

MRN nos.:	Inwd No: 12710 dtd 31.07.23	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:	6800-00
Amount E – PO / WO value:	6800-00
Amount F – Difference (A – E):	NIL

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	100% advance paid.
Remarks:	Final bill & close this PO.

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:					
Date		11.01.24			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED BY
12 JAN 2024
SOHAM MODI
MANAGING DIRECTOR

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.

PO-2023092601

DELIVERY CHALLAN

R.K. AGENCIES

ESTD. 1989

Dealers in : Ultratech Cement

7-1-396/10/1, Balkampet Road, Sanjeevareddy Nagar, Hyderabad - 500 038.

☎ : 23700777, 66636322, 66636522

GSTIN : 36AACFR8169D1Z2

No. 6133 Date 29/7/2023

M/s Mahalaxmi Traders. (Ramesh) follow up.

Address Dulapally 9949-8999-39

Mobile 7416376100

Sl. No.	PARTICULARS	Qty.	Goods Value Rate	Rs.	Ps.
1	~~ULTRATECH CEMENT~~				
2	Radyplast 40 ~~BIRLA WHITE~~ Kg	20 Bags	330	6600	00
3	~~BIRLA PUTTY~~ Kg				
4	~~FIXO BLOCK~~ KG				

Receiver's Signature Receiver's Mobile (Phone) No.

MRN No - 2023073L032

INWARD

Inward No: 12710 Dt: 31/07/23

MRN No: Dt:

Received by: NIRAJ Sign:

Genome Valley Research Center Pvt. Ltd.

8919278620

Vehicle No.

TS10UB 8387

For **R.K. AGENCIES**

Vittal

Starting MR Return MR Km Run Diesel

T.Rao. P.V order

Purchase Order

Original

From Company:	GV Research Centers Pvt. Ltd 5-4-187/3&4, IInd FloorSoham MansionM.G.Road Secunderabad,TELANGANA,500003 GSTNO:36AAHCG4562D1ZP	Delivery Location:	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Hyderabad,Telangana,500078 Madhu,7981951035

Supplier Details				
Mahalaxmi Traders Sy no-70 Jaibery Colony Beside SBI Bank, Doolapally, Hyderabad, TG, 500014 GSTIN:36ABOPP0592M1ZZ DINESH PARIKH, 7416376100 mahalaxmitraders62@gmail.com	PO No	20230726014	Quote No	Nil
	PO Date	26 Jul 2023	Quote Date	26 Jul 2023
	Supply Type	Purchase Order	Requisition Num	20230726014

SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	CHEM4649-Chemical-Wall Plaster-Fine-40Kgs-Bag	20.00	288.13	0%	5,763	0%	9%	9%	0	519	519	6,800
Addl Spec	Ultratech, ready-to-use plaster.											
								Total Amount ...	0	519	519	6,800

Rupees in words : Six Thousand Eight Hundred Only.

Terms and Conditions:-

Additional Specifications	Brand is Ultratech-Readi Plast
Tax :	Inclusive of GST and other taxes.
Delivery Date :	Within 1 days of PO
Delivery Location :	As given above.
Transport:	By Purchaser
Advance Paid :	Rs. 6,800-00 by RTGS/NEFT
Payment Terms :	100% Advance payment

Bill submission:	Proof of delivery & original invoice must be delivered to Second floor, Soham Mansion, M.G. Road, Secunderabad- 03.Do not send to site.
Other Terms:	We reserve the rights to reject the material if not as per the specifications.

Notes:

1. This is a digitally generated order and no signature is required.
2. In case the vendor is unable to accept the order and supply the material, they must intimate the same by email to purchase@modiproperties.com.
3. Vendors must obtain acknowledgment from site as proof of delivery (POD) on relevant document like DC, e-way bill, packing list, etc.
4. Vendor must send original invoices to our head office (HO) on the address mentioned above. Do not send the original invoices to sites or purchase division office. An acknowledgment on a copy of the invoice will be provided upon request at our HO.
5. We reserve the right to cancel this PO and seek refund of the advance paid in case of delay in delivery or items delivered are not as per specifications, including delivery of defective material.
6. Payment against delivery /installation shall only be made after receipt of original signed invoice at HO.

GST INVOICE

MAHALAXMI TRADERS Sy.No.70, Jaibery Colony Beside SBI Bank, Doolapally Kompally, Hyderabad 500 014 GSTIN/UIN: 36ABOPP0592M1ZZ State Name : Telangana, Code : 36 E-Mail : mahalaxmitraders62@gmail.com	Invoice No. **MLT/0150/23-24**	Dated **29-Jul-23**
	Delivery Note	Mode/Terms of Payment **Bank Transfer**
	Dispatch Doc No.	Delivery Note Date
	Dispatched through **Road**	Destination **Turkapally**
Buyer (Bill to) **GV RESEARCH CENTERS PRIVATE LIMITED** Soham mansion, 5-4-187/3, MG Road, Secunderabad, Hyderabad GSTIN/UIN : 36AAHCG4562D1ZP State Name : Telangana, Code : 36 Place of Supply : Telangana	Bill of Lading/LR-RR No.	Motor Vehicle No. **TS10UB8387**
	Terms of Delivery **Advance Payment**	

SI No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Amount
1	**UltraTech Readiplast - 40Kg**	32141000	18 %	**20 Bgs**	340.00	Bgs	**6,800.00**
	Total			**20 Bgs**			**₹ 6,800.00**

Amount Chargeable (in words) *E. & O.E*

INR Six Thousand Eight Hundred Only

HSN/SAC	Taxable Value	CGST Rate	CGST Amount	SGST/UTGST Rate	SGST/UTGST Amount	Total Tax Amount
32141000	5,762.72	9%	518.64	9%	518.64	1,037.28
Total	**5,762.72**		**518.64**		**518.64**	**1,037.28**

Tax Amount (in words) : **INR One Thousand Thirty Seven and Twenty Eight paise Only**

Company's PAN : **ABOPP0592M**

Declaration
1. Goods once sold will not be taken back
2. Our responsibility ceases on delivery to carrier
3. Interest @ 24% p.a. will be charged for late payment

Company's Bank Details
A/c Holder's Name : **MAHALAXMI TRADERS**
Bank Name : **HDFC Bank**
A/c No. : **50200039437660**
Branch & IFS Code : **Ameerpet & HDFC0001627**

Customer's Seal and Signature

for MAHALAXMI TRADERS

Authorised Signatory

"TRUE COPY"

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated e-Invoice