PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	06/06/2020	Prepared by:	MINISH.
PO/WO no.	66752.	PO / WO Date.	17/03/2020.
Supplier Name	Shivshakti M/c Tools H/w & Elec.	PO/WO amount	295/-
Firm/Company	SCLLP.	Project	Serene Farm's.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	2020-21/57/33	17/05/2020	295/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			295/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			79134	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
Amount B –Other Credits :				–
Amount C –Other Debits :				–
Amount D (D=A+B-C) – Amount to be credited to the supplier:				295/-
Amount E – PO / WO value:				295/-
Amount F – Difference (A – E):				–

Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Other (explained below)
Is difference between PO / Bill acceptable?	☑ Yes □ No (explained below)
Excess / short material received	☑ Approved – within acceptable limits □ No (explained below)
Close PO / W?O	☑ Yes □ No – wait for balance material □ No (explained below)
Advance paid / PDC given (deduct when paying)	□ Yes – Rs. /- ☑ No
Payment – due date	08/06/2020.
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 06 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date							

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

Tax Invoice

Shiv Shakti Machine Tools Hardware and Electricals 2-3-7, M.G Road, Secunderabad. Ph: 040-40030129 GSTIN/UIN: 36ADQFS9120G1ZQ State Name : Telangana, Code : 36 E-Mail : ssmtsecunderabad@gmail.com	Invoice No. **2020-21/57/SS**	Dated **18-May-2020**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref. **57**	Other Reference(s)
Buyer **Serene Constructions LLP** 5-4-187/3&4, IInd Floor, M.G Road, Secundrabad 500003 GSTIN/UIN : 36ACVFS7909P1ZV State Name : Telangana, Code : 36	Buyer's Order No. **66752-150217**	Dated **17-Mar-2020**
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**Cut Off Wheel 105*1.2mm DW**	68042390	**10 pc**	25.00	pc		**250.00**
	CGST						**22.50**
	SGST						**22.50**
	Total		**10 pc**				**₹ 295.00**

INWARD
Inward No: 5050 Dt: 21-05-20
MRN No: 79134 Dt: 21/05/2020
Received By: Sign:
Serene Construction (Hyd) LLP

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

INR Two Hundred Ninety Five Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
68042390	250.00	9%	22.50	9%	22.50	45.00
Total	**250.00**		**22.50**		**22.50**	**45.00**

Tax Amount (in words) : **INR Forty Five Only**

Company's Bank Details
Bank Name : **ICICI Bank**
A/c No. : **112105501160**
Branch & IFS Code : **M.G Road & ICIC0001121**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.Interest will be charged on overdue invoices @ 24 % P.A if more than 45 days.

for Shiv Shakti Machine Tools Hardware and Electricals

Authorised Signatory

This is a Computer Generated Invoice

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No: 65904
Date: 1/6/20
Sign:

Purchase Order

 18-03-2020 2:34:26 PM

66752
16.03.20 3:38:14

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details			
Shiv Shakti Machine Tools Hardware & Electricals 2-3-7, MG Road, Beside ICICI Bank, Secunderbad-03,(T,S) **GSTIN** 36ADQFS9120G1ZQ 8121002491 8374457644	**Doc No**	66752	150217
	Doc Date	17-03-2020	
	Quote No	Nil	
	Quote Date	20-01-2019	
	SupplyType	Supply	

Kind Attn : Mr.Shivang Gupta

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9550 - Tools - Machine Blade - other - nos *Rod cutting blade*	10.00	25.00	0.00	18.00	295.00
				Total Order Value . . .		**295.00**

Rupees : Two Hundred Ninty Five Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Serene Farms Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503 Phone. ..
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for site villas purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Serene Constructions LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Shiv Shakti Machine Tools Hardware &***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Serene Constructions LLp	Date:	17-03-2020
Site & Phase :	Serene farms	Time:	12.25
Supplier		Req. No.	150217
Material required before date:	Asap	ID No.	56415

No	Description	Size	Quantity	Units	Inward No	Date
1	**Steel Cutting Blade (Small)**	Std	01	Box		
2	66752					
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: The above material is require for Site Villas Work at Site

Prepared By	Shiva Prasad.G	Approved by	Syed.Sarwar
Sign.& Date	17/03/2020	Sign. & Date	APPROVED BY 18 MAR 2020 SOHAM MODI MANAGING DIRECTOR

Note: On receipt of material at site write inward number and date in last 2 columns.