PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	15/6/20	Prepared by:	V. Pavali
PO/WO no.	6534	PO / WO Date.	28/5/20
Supplier Name	Gautham Enterprises	PO/WO amount	3075/-
Firm/Company	Mehta & Modi Reality Konkworking	Project	GHT
Sl. No.	Bill No.	Bill Date	Bill amount
1.	67	4/6/20	3075/-
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,075/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	—	—	79645	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount B –Other Credits :_	—
Amount C –Other Debits :_	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	3,075/-
Amount E – PO / WO value:	3,075/-
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	19/6/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	V. Pavali	[signature]					
Date	15/6/20.	15/6					

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 *(ORIGINAL FOR RECIPIENT)*

Gautham Enterprises 1-10-98/19, Vallabh Nagar,Begumpet, Secunderabad Pin-500016 Ph.27763763,40211963 GSTIN/UIN: 36ADIPA9683N1ZW State Name : Telangana, Code : 36 E-Mail : gautham_entps2424@yahoo.com	Invoice No. **67**	Dated **4-Jun-2020**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s) **Vechile No: TS 10 UB 5649**
Buyer **Mehta & Modi Realty Kowkur LLP** 5-4-187/3&4, IInd Floor, MG Road, Soham Mansion, Secunerabad-500003 GSTIN/UIN : 36ABLFM7631F1Z3 State Name : Telangana, Code : 36 Place of Supply : Telangana	Buyer's Order No. **Po o: 67534 dt: 28/5/2020**	Dated **4-Jun-2020**
	Despatch Document No.	Delivery Note Date
	Despatched through **MR.Shekar**	Destination
	Terms of Delivery	

SI No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Amount
1	**Nescafe Signature Premix**	21011200	**5 kg**	355.93	kg		**1,779.65**	1,779.65	9%	160.17	9%	160.17	2,099.99
2	**Nestea Iced Premix 750grms**	21011200	**3 nos**	275.42	nos		**826.26**	826.26	9%	74.36	9%	74.36	974.98
							2,605.91						
	CGST Output - 9%			9	%		**234.53**						
	SGST Output - 9%			9	%		**234.53**						
	Rounded Off						**0.03**						
	Total						**₹ 3,075.00**	2,605.91		234.53		234.53	

INWARD
Inward No: 10452 Dt: 06.06.20
MRN No: 79645 Dt: 06/06/20
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 66256
Date: 13/6/20
Sign:

Amount Chargeable (in words) **INR Three Thousand Seventy Five Only**

E. & O.E

Company's Bank Details
Bank Name : **Andhra Bank**
A/c No. : **022231043001908**
Branch & IFS Code : **Ameerpet Br & ANDB0000222**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for Gautham Enterprises

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

 28-05-2020 15:19:22 Origina

67534
23.05.20 2:03:42

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Gautham Enterprises Shop No. 1-10-98/19, Begumpet, behind Panthalooms,Sec-Bad	**Doc No**	67534	140221
	Doc Date	28-05-2020	
	Quote No	Nil	
GSTIN 36ADIPA9683N12W NA	**Quote Date**	28-05-2020	
2776-3763 / 6633-8763 9848035963	**SupplyType**	Supply	

Kind Attn : Mr.Venkatesh Goud / Mrs. Saritha

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4011 - Consumables - Coffee Powder - NA - kgs	5.00	420.00	0.00	0.00	2,100.00
2	4060 - Consumables - Tea Powder - NA - kgs *Lemon*	3.00	325.00	0.00	0.00	975.00
					Total Order Value . . .	**3,075.00**

Rupees : Three Thousand Seventy Five Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 'Nestle' brand
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
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 staff using purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For *Gautham Enterprises*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MMKRLLP	Date:	19.05.2020
Site & Phase:	GHT	Time:	14:00
Supplier:		Req. No.	140221
Material required before :	22.05.2020	ID No.	57212

No	Description	Size	Quantity	Units	Inward No	Date
1	Coffee powder	5 kgs	05	No.s		
2	Tea powder	5 kgs	03	No.s		
	67534					

Remarks: For customers and staff purpose

Prepared By	N.Shravya	Approved by	A.Suresh
Sign.& Date	19.05.2020	Sign. & Date	19.05.2020