PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	23/6/20	Prepared by:	T. Bhasker
PO/WO no.	67542	PO / WO Date.	28/5/20
Supplier Name	Sri Raja Krishna	PO/WO amount	3356
Firm/Company	Serene Const LLP	Project	Serene
Sl. No.	Bill No.	Bill Date	Bill amount
1.	6050	9/6/20	3894
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3894

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			79777	☑ 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:	3894
Amount E – PO / WO value:	3356
Amount F – Difference (A – E):	538

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	26/6/20
Remarks:_	Due to Rate change so it difference its accepted

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	23/6/20						

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

0050

Shop : 040-2771 8915, 6633 3915 Resi : 040-6666 4080
Mob. : 092463 63915, 93472 36012

SRI RAJA RAJESHWARA TRADERS

Shop No.18, Hyderi Complex, Ranigunj, Secunderabad - 500 003.

Dealers in : M.S.Wire, M.S.Wire Nails, G.I. Barbed Wire, G.I.St.Rods, Welding Electrodes, Welding Accessories, Wire Mesh, Hexwire Netting, Spades, Crow Bars, Screws, Ropes, Carbide, Bitumen Products, Tor Felt, Fibre Corrugated Sheets, Gamela,Nelton Mosquito Mesh, Sponges, Red Odixe Paint & General Hardware.

Email : srrt3915@gmail.com, prpk67@gmail.com

CASH / CREDIT INVOICE

To
M/s. SERENE CONSTRUCTION LLP
M.G. Road

Invoice No. : 0050 Date : 9/6/2020
D.C. No. : Date :
P.O. No. : 67542 Date : 28/5/2020

Site : SERENE FARMS
LL/RR Truck No. :

Customer's GST No. : 36ACVFS 7909 P1ZV
Payment Mode :

Sl. No.	Quantity	Description of Goods	HSN CODE	GST	Rate Rs. Ps.	Amount Rs. Ps.
1	12	PAIH W/Rod	8311	18%	250/	3000/-
2	5	Kg RoofingNail 2½	7317	18%	60/	300/-
						3300/-
		CGST		9%		297/-
		SGST		9%		297/-
						3894/-
	E. & O.E.					

INWARD
Inward No: 5097 Dt: 10/6/2020
MRN No: 79727 Dt: 10/6/2020
Received By: Suman
Serene C... (Hyd) LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 6626
Date: 13/6/20
Sign:

Rs 3894 FW

Rupees

TOTAL 3894/-

GST No. : 36AEPPP5662Q1ZF
Subject to Secunderabad Jurisdicition
1. Goods once sold will not be taken back or exchanged.
2. 24% Interest will be charged on bills remaining unpaid after due date.

HDFC BANK,
PARADISE BRANCH.
A/C No. : 0042202001922
RTGS : HDFC0000042

For SRI RAJA RAJESHWARA TRADERS

Authorised Signatory

Purchase Order

 29-05-2020 12:20:12 PM

67542
23.05.20 2:03:43

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

Supplier Details			
Sri Raja Rajeshwara Traders Shop No. 18, Hyderi complex, Ranigunj, Sec-Bad -500 003	**Doc No**	67542	150252
	Doc Date	28-05-2020	
	Quote No	Nil	
GSTIN 36AEPPP5662Q1ZF 27718915.	**Quote Date**	28-05-2020	
276363915 9246363915	**SupplyType**	Supply	

Kind Attn : Mr. Rajeshwar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9574 - Tools - Welding Rod - NA - nos	12.00	212.00	0.00	18.00	3,001.92
2	2055 - Carpentry - hardware - Bombay Nails - 21/2 In - kgs	5.00	60.00	0.00	18.00	354.00
					Total Order Value . . .	**3,355.92**

Rupees : Three Thousand Three Hundred Fifty Five and Paise Ninty Two 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 plumbing welding work purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Serene Constructions LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Sri Raja Rajeshwara Traders***

Name : ____________________

Date : __/__/____

Estimate/Draft PO

 28-05-2020 4:11:06 PM Original / Office Copy / Purchase Div.Copy

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

Supplier Details			
Sri Raja Rajeshwara Traders	**Doc No**	67542	150252
Shop No. 18, Hyderi complex, Ranigunj, Sec-Bad -500 003	**Doc Date**	28-05-2020	
	Quote No	Nil	
GSTIN 36AEPPP5662Q1ZF 27718915.	**Quote Date**	28-05-2020	
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Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for plumbing welding work purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

APPROVED BY
29 MAY 2020
SUNAM MODI
MANAGING DIRECTOR

For ***Serene Constructions LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Sri Raja Rajeshwara Traders***

Name : ____________

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SERENE CONSTRUCTION LLP	Date:	23-05-20
Site & Phase:	Serene farms	Time:	12.45
Supplier		Req. No.	150252
Material required before date:	Asap	ID No.	57185

No	Description	Size	Quantity	Units	Inward No	Date
1	Bombay nails	2 ½"	5	KGS		
2	Welding rods(mangalam brand) 67542	Std	12	packets		
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: For plumbing and welding work purpose in site

Prepared By	SYED GOLAM SARWAR	Approve by	APPROVED BY 24 MAY 2020 SOHAM MODI MANAGING DIRECTOR
Sign. & Date	23-05-2020	Sign. & Date	

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