PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	28/5/20	Prepared by:	V. Pandi
PO/WO no.	67196	PO / WO Date.	16/5/20
Supplier Name	Gautham Enterprises	PO/WO amount	2,520/-
Firm/Company	Modi properties pvt ltd.	Project	MPL
Sl. No.	Bill No.	Bill Date	Bill amount
1.	21	20/5/20	2,520/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,520/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	–	–	79119	☑ 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:				2,520/-
Amount E – PO / WO value:				2,520/-
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 be~~low)
Excess / short material received	□ ~~Approved – within acceptable limits □ No (explain~~ed 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	30/5/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	V. Pandi	[signature]	APPROVED 28 [signature] 2020 MINISH PARIKH MANAGER PROCUREMENT		[signature]	[signature]	
Date		28/5			2/6/20		

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

TAX INVOICE

(ORIGINAL FOR RECIPIENT)

Gautham Enterprises 1-10-98/19, Vallabh Nagar Begumpet, SECUNDERABAD Ph.No.040-27763763, 66338763 Mobile No. 98480 35963 GSTIN/UIN: 36ADIPA9683N1ZW State Name : Telangana, Code : 36 E-Mail : gautham_entps2424@yahoo.com	Invoice No. **21**	Dated **20-May-2020**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
Buyer **Modi Properties Pvt Ltd** Raniganj Secunderabad GSTIN/UIN : 36AABCM4761E1ZM State Name : Telangana, Code : 36 Place of Supply : Telangana	Buyer's Order No. **p.o.no 67196 dt 16.5.20**	Dated **20-May-2020**
	Despatch Document No. **Shekar**	Delivery Note Date
	Despatched through **TS10UB5649**	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	**6 kg**	355.93	kg		**2,135.58**	2,135.58	9%	192.20	9%	192.20	2,519.98
	CGST Output - 9%			9	%		**192.20**						
	SGST Output - 9%			9	%		**192.20**						
	Rounded Off						**0.02**						
	Total		6 kg				**₹ 2,520.00**	2,135.58		192.20		192.20	

INWARD
18/04 Dt 20/5/20
79119 Dt:
Received By: Sign: Nizam
Modi Properties Pvt. Ltd.
Sy.No.82/1

INWARD 65651 27/5/20

Amount Chargeable (in words) **INR Two Thousand Five Hundred Twenty 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

  19-05-2020 10:24:50

67196
06.05.20 1:44:20

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Gautham Enterprises	**Doc No**	67196	11640
Shop No. 1-10-98/19, Begumpet, behind Panthalooms,Sec-Bad	**Doc Date**	16-05-2020	
	Quote No	Nil	
GSTIN 36ADIPA9683N12W NA	**Quote Date**	16-05-2020	
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	6.00	420.00	0.00	0.00	2,520.00
					Total Order Value . . .	**2,520.00**

Rupees : Two Thousand Five Hundred Twenty 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 May Flower Platinum
Sy 82/1, Mallapur, Nacharam.
Phone. 7680971999

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 ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : ______________

Accepted the above Terms And Conditions

For ***Gautham Enterprises***

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	07-05-2020
Site & Phase :	May Flower Platinum	Time:	02;10
Supplier		Req.No.	11640
Material required before date:	09-05-2020	ID No.	56861

No	Description	Size	Quantity	Units	Inward No	Date
1	Coffee powder	Std	06	Packets		
2						
3						
4						
5	67196					
6						
7						

Remarks : for site use purpose

Prepared By	K.sravani	Approved by	SV.subbareddy
Sign.& Date	07-05-2020	Sign. & Date	

APPROVED BY
15 MAY 2020
SOHAM MODI
MANAGING DIRECTOR