PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	20/7/2020	Prepared by:	K. R. Chaitanya
PO/WO no.	68676	PO / WO Date.	7/7/2020
Supplier Name	Sri Laxmi Ganesh	PO/WO amount Steels & Hardware	10,166/-
Firm/Company	NE	Project	NE.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	598	15/7/20	10,167/-
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			10,167/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			81142	☑ 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:	10,167/-
Amount E – PO / WO value:	10,166/-
Amount F – Difference (A – E):	01/-

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	Advance paid

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	✓						
Date	20/7/2020						

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/-

GSTIN - 36ARPPK9655D2ZA

VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh,Design Articals

6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.

Email : srilaxmiganeshsteels@gmail.com

M/s. Nilgiri Estates

Party's GSTIN 36AAHFN0766F1ZA

Invoice No.: 598 PO No 68676

Date : 13/7/20

Transporter :

L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	MS. Gazette Plates (8 Nos)	73/600gr	60/-	4416=	00
	G.I Bolts & Nuts (40 Nos)	56 kgs	75/-	4200=	00
			Total	8616=	00
			SGST @ 9 %	775=	44
			CGST @ 9 %	775=	44
			IGST @ 18 %		
			Roundup		12
			Grand Total	10167=	00

INWARD
Inward No: 21827 Dt: 13/7/20
MRN No: 81142 Dt: 13/07/2020
Received By: Ashish Sign:
Nilgiri Estates

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 67560
Date 17/7

Bank Details :

Sri Laxmi Ganesh Steels & Hardware

C/A : 36998265647

Bank: SBI, Kavadiguda, Sec-bad.

IFSC Code No. : SBIN0020312

Rupees In words : Ten Thousand One Hundred and sixty seven only

For Sri Laxmi Ganesh Steels & Hardware

Signature

E & O.E

Terms & Conditions

Subject to hyderabad jurisdiction only

Goods once sold will not be taken back or Exchange

Purchase Order

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68676
06.07.20 2:23:37

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details			
Sri Laxmi Ganesh Steels & Hardware Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad **GSTIN** 36ARPPK9655D2ZA 9246205245/9542575725	**Doc No**	68676	72828
	Doc Date	07-07-2020	
	Quote No	Nil	
	Quote Date	07-07-2020	
	SupplyType	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	8016 - Steel - other - MS Gazette Plates - other - kgs *12" x 12" x 10mm thick - 08 nos*	73.60	60.00	0.00	18.00	5,210.88
2	7382 - Plumbing - GI - GI Thread Rod - Others - nos *with nut and washers - 16mm x 18" - 40 bolt, nut - 100, washer - 160*	56.00	75.00	0.00	18.00	4,956.00
					Total Order Value . . .	**10,166.88**

Rupees : Ten Thousand One Hundred Sixty Six and Paise Eighty Eight Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 1st quality.
Payment Terms	100% as advance payment.
Tax	All taxes included in above price.
Delivery Date	Within 2days
Delivery Location	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. 9030931172, 8297349480
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Rs. 10,167/- to be pay vide cheque no. , dtd.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. above order for street light pole fixing in part 2.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Nilgiri Estates***
Authorised Signatory

08/07/2020

Name :

Accepted the above Terms And Conditions
For ***Sri Laxmi Ganesh Steels & Hardware***

Name :

Date : __/__/____

Requisition Form (NR)

Company Name:	NILGIRI ESTATES	Date:	26.06.2020
Site & Phase :	NILGIRI ESTATES	Time:	13:14
Supplier		Req. No.	72828
Material required before date:	Urgent	ID No.	57979

No	Description	Size	Quantity	Units	Inward No	Date
1	**M.S Street Light Poles with Arms(6mt lenght)(Telescopic Type)**	STD	07	No's	68499	
2	16 mm Washer	16 mm	160	No's		
3	Gazette Plate	12"X12"X 10 mm	08	No's		
4	16mm Nuts	16mm	100	No's		
5	16 mm Bolt with full Thread	18" long	40	No's		
6						
7	68676					
8						
9						
10						

Remarks: For street light pole fixing in part 2

Prepared By	Rahul	Approved by	
Sign.& Date	26.06.2020	Sign. & Date	APPROVED BY 29 JUN 2020 SOHAM MODI MANAGING DIRECTOR

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