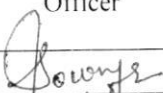


PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		6/8/20.		Prepared by:		SOWMYA	
PO/WO no.		69252		PO / WO Date.		22/7/20	
Supplier Name		Sai Adhitya Computers		PO/WO amount		354.	
Firm/Company		Medi properties pvt ltd		Project		H.O	
Sl. No.	Bill No.	Bill Date		Bill amount			
1.	322	22/7/20		354			
2.							
3.							
4.							
Amount A – Bills total(Excluding Transport & Hamali Charges):						354	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.				☐ 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:						354	
Amount E – PO / WO value:						354	
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			14.8.2020				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	6/8/20						

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 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/-

- Laser Toners
- Ink Jets
- Ribbons
- Xerox Cartridges

TAX INVOICE

Mob : 9908273448

☎ : 9652512695



Sai Adhitya Computers

One Stop Refilling Solutions...

A Complete Refilling of Laser Toners and Inkjet Catridges

#106, 1st Floor, Kubera Towers, Narayanaguda, Hyderabad - 20

email : saiadhityacomputers@gmail.com.

P0

69252

GST : 36BTZPA2173D1ZN

Invoice No. **322** Invoice Date : **22/7/2020** PO.No. _____ Date : _____
State : Telangana State Code **[36]** D.C.No. **1175**

Mrs. **MODI PROPERTIES PVT LTD**

Place of Service:

Address: _____

GST IN : **36AARCM4761C1Z** State Code : **[36]**

S.No.	DESCRIPTION	HSN Code	QTY	RATE	AMOUNT	
					Rs.	Ps.
1)	Hp. 12A Refilling	8443	01	200	200 !	0
2)	HP 12A D/S/C		01	100	100 !	0

INWARD	
Inward No: 3-57	Dt: 22/7/20
MRN No:	Dt:
Received By: [Signature]	Sign: [Signature]
MODI PROPERTIES	



TOTAL AMOUNT BEFORE TAX :

300 !

Bank Details:

Bank Name : Mahesh Bank
Bank Account Number : 012001200008889
Bank Branch IFSC Code : APMC0000012

ADD : CGST : 9%

27 !

ADD SGST : 9%

27 !

ADD IGST : 18%

1

TOTAL AMOUNT AFTER TAX:

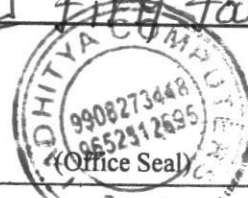
354 !

Rupees in Words:

Three Hundred Fifty Four Rupees only

Terms and Conditions :

1. Goods once sold will not be taken back
2. Interest @24% p.a. be charged if the payment is not made with in the stipulated time.
3. Subject to "Telangana" Jurisdiction only.



Certified that the particulars given above are true and correct

For **Sai Adhitya Computers**

[Signature]
Authorised Signatory

Purchase Order

Page(s) 1 Of 1

28-07-2020 16:36:30



69252

31.07.20 12:12:34

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

Supplier Details

Sai Adhitya Computers
106,1st Floor Kubera Towes,Narayanaguda, Hyd-20

GSTIN 36BTZPA2173DIZN

9908273448

9652512695

Doc No	69252	16366
Doc Date	22-07-2020	
Quote No	Nil	
Quote Date	22-07-2020	
SupplyType	Supply	

Kind Attn : Adhitya

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 3523 - Computers and Peripherals - Toner refill - NA - nos 12A	1.00	200.00	0.00	18.00	236.00
2 3530 - Computers and Peripherals - Toner Magnet - Other - nos	1.00	100.00	0.00	18.00	118.00
Total Order Value . . .					354.00

Rupees : Three Hundred Fifty Four Only.

Terms and Conditions :-**Specification / Brand** As per details given in the quotation**Payment Terms** After Delivery & Production of bill**Tax** All taxes included in above price.**Delivery Date** Same Day**Delivery Location** Head Office

5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003

Phone. 040-66335551

Penalty For Delay Nil**Transportation Cost** Included in the above price.**Warranty** Nil**Advance Paid** Nil**Other Terms** We reserve the right items not conforming to quality and specifications. Above order for HO use purpose**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sai Adhitya Computers**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

PO 69252

Company Name:		Modi properties Pvt Ltd		Date:		22-07-2020	
Site & Phase :		Head Office		Time:			
Supplier				Req. No.		16366	
Material required before date:					ID No.		58818
No	Description	Size	Quantity	Units	Inward No	Date	
1	12A toner refilling		1	No			
2	12A toner blade		1	No			
3							
4							
5							
6							
7							
8							
9							
10							
Remarks: This is for Kanaka Rao sir							
Prepared By		Suneel		Approved by			
Sign.& Date		22-07-2020		Sign. & Date			

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

