PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	21/8/20.	Prepared by:	SOWMYA
PO/WO no.	69432	PO / WO Date.	6/8/20.
Supplier Name	Dilpreet hardware	PO/WO amount	1,888
Firm/Company	Serene farms.	Project	Serene farms.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	34	11/8/20.	1,888
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,888

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			82044.	☑ 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:				1,888
Amount E – PO / WO value:				1,888
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	**29.8.2020**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	21/8/20.						

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/-

GST No. : 36AAJFD4235B1ZU

TAX INVOICE CREDIT

Ph. : 66324157
M. : 9949170500
9396453642

DILPREET HARDWARE

Dealers In : **TVS, UNBRAKO, AVS, UOB & TWF** Brand Bolts & Nuts, Hardware & General Suppliers.

23 & 24, Lala Temple Complex, Ranigunj, Secunderabad - 500 003. (Telangana)

No. 034

Date 11/8/2020

M/s. Serene Construction

Po No 69432

Party GST No. 3 6 A A J F D 4 2 3 5 B 1 Z U

S. No.	Description	HSN Code	Qty.	Rate	Taxable Value	
1.	10 x 2½ Anchor Bolt	7318	200pc		1548	46
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.				Total	1548	16
			CGST	9 %	139	30
			SGST	9 %	139	30
			IGST	18 %		
	Rupees in words		TOTAL AMOUNT		1888	00

INWARD
Inward No: 5226 Dt: 12/08/20
MRN No: 8204 Dt: 13/08/2020
Received By: Debajit Sign:
Serene Construction (Hyd) LLP

68360
18/8/20

Certified that the particulars given above are true and correct
Goods once sold will not be taken back.

For DILPREET HARDWARE

Purchase Order

 06-08-2020 4:32:06 PM

69432
06.08.20 2:48:33

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

Supplier Details			
Dilpreet Hardware 23&24,Lala Temple Complex Ranigunj Sec - 500003	**Doc No**	69432	150321
	Doc Date	06-08-2020	
	Quote No	Nil	
GSTIN 36AAJFD4235B1ZU	**Quote Date**	24-08-2018	
66324157 9949170500	**SupplyType**	Supply	

Kind Attn : Mr. Tejas/Hari Mehta-9885051915

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2036 - Carpentry - hardware - Anchor Bolt (Bolt type) - 10mm - nos *10mm x 2 1/2*	200.00	8.00	0.00	18.00	1,888.00
					Total Order Value . . .	**1,888.00**

Rupees : One Thousand Eight Hundred Eighty Eight 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 V.no.SL.1,2, purpose

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For ***Serene Constructions LLP***

Authorised Signatory

07/08/2020

Name : ______________________

Accepted the above Terms And Conditions

For ***Dilpreet Hardware***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	SERENE CONSTRUCTION LLP	Date:	30-07-20
Site & Phase:	Serene farms	Time:	12:50
Supplier		Req. No.	150321
Material required before date:	03-08-20	ID No.	58876

No	Description	Size	Quantity	Units	Inward No	Date
1	MS square pipe	40mmx40mmx2.7mm	40	Lengths		
2	Ms flat	50mmx12mm(thick)	01	Length		
3	Ms circular rod	16mm	01	Length		
4	Ms plates	6"x6"x8mm(thick)	50	Nos		
5	Anchor bolts 69931	50mmx10mm(thick)	200	Nos		
6	Steel cutting wheel	355mm(big)	12	Nos		
7						
8						
9						
10						

Remarks: The above material is required for making of gates, porticos of villas.Sl.1,2 is required as hinges and aldrop rod for gates respectively

Prepared By	SYED GOLAM SARWAR	Approve by	APPROVED BY 03 AUG 2020 MANAGING DIRECTOR
Sign. & Date	30-07-20	Sign. & Date	

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