PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 21/8/20. | Prepared by: | SOWMYA |
| PO/WO no. | 68860. | PO / WO Date. | 21/7/20 |
| Supplier Name | Naveen metal Udyog | PO/WO amount | 4,908 |
| Firm/Company | Acdis Developers llp | Project | MGA - |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1. | 078 | 10/8/20. | 4,908 |
| 2. | | | |
| 3. | | | |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 4,908 |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | | | 82035 | □ 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: | 4,908 |
| Amount E – PO / WO value: | 4,908 |
| 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. : 36AGOPD8982C1Z4

TAX INVOICE
~~CASH~~ / CREDIT

Phone : 27712497
40042626

# NAVEEN METAL UDYOG

4-5-155, PAN BAZAR, SECUNDERABAD - 500 003.

E-mail : nmuhyd@yahoo.co.in

M/s. Aedis Developers LLP
M G Road
Secunderabad

Phone ______ Fax ______

GST No. 36ABPFA0002Q1ZO

Invoice No. : 078 Date : 10/8/20

P. O. No. & Date : 68860 / 100187

D. C. No. : dated 21/7/20 Date :

Desp. Through :

| HSN Code | PARTICULARS | Qty. | Unit Price | AMOUNT |
|---|---|---|---|---|
| 7314 | Mesh 4'x8' (2) | 4 Nos. | @1040 each | 4160=00 |

INWARD
No. 68361
Date 18/8/20
AEDIS PROPERTIES PVT. LTD. SEC'BAD

INWARD
Inward No: 10493 Dt: 10/08/20
MRN No: 82035 Dt: 12/08/20
Received By: security Sign: [illegible]
AEDIS DEVELOPERS LLP

| | |
|---|---|
| SUB TOTAL | 4160=00 |
| | |
| SGST @ 9% | 374=00 |
| CGST @ 9% | 374=00 |
| IGST @ | |
| G. TOTAL | 4908=00 |

BANK : **UNITED BANK OF INDIA** Branch : M. G. Road, Secunderabad.
A/c. No. : 0625210318512 IFSC Code : UTBioSEC813

Rupees Four thousand Nine hundred & eight only

1. Goods once sold will not be taken back and No claim for shortage of damage will be entertained unless lodged within 24 hours.
2. Interest will be charged @ 18% per annum if payment is not made within 30 days.
3. Our responsibility ceases no sooner goods are handed over to the carrying agency.
4. Payment strictly by Account Payees Cheques only.
5. Subject to Secunderabad Jurisdiction only.

E & O. E.

For **NAVEEN METAL UDYOG**

Authorised Signatory

# Purchase Order

 21-07-2020 12:24:40

Original / Office Copy / Purchase Div Copy

From Company : **Aedis Developers LLP**
5-4-187/3&4, II Floor, M G Road, Secunderabad-500003
G S T No. : 36ABPFA0002Q1ZD

68860
15.07.20 12:16:58

**Supplier Details**

Naveen Metal Udyog
4-5-155, Pan Bazar, Sec-bad-03.

**GSTIN** 36AGOPD8982C1Z4 27712497.
66382026. 9246297667

| | | |
|---|---|---|
| **Doc No** | 68860 | 100187 |
| **Doc Date** | 21-07-2020 | |
| **Quote No** | Nil | |
| **Quote Date** | 15-07-2020 | |
| **SupplyType** | Supply | |

**Kind Attn : Mr.Surpat Singh Dugar/ Nikil Dugar**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 8089 - Steel - other - MS Sheet - 18guage - kgs<br>*8' x 4' - 02 sheets - in sft* | 64.00 | 65.00 | 0.00 | 18.00 | 4,908.80 |
| | | | | **Total Order Value . . .** | | **4,908.80** |

Rupees : Four Thousand Nine Hundred Eight and Paise Eighty Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | Items shall be of 1st quality. |
| **Payment Terms** | Within 7days of delivery of all materials & Production of bill |
| **Tax** | Inclusive of all taxes |
| **Delivery Date** | Within 2days. |
| **Delivery Location** | Morning Glory Apartments<br>Genomevalley, Hyderabad<br>Phone. 040-66335551 |
| **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 MGA Templates, chajja moulds, proportion boxex, and lintel holding purpose. |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | |

For ***Aedis Developers LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Naveen Metal Udyog***

Name : ____________________

Date : __/__/____

# Estimate/Draft PO

 15-07-2020 14:02:37 Original / Office Copy / Purchase Div.Copy

From Company : **Aedis Developers LLP**
5-4-187/3&4, II Floor, M G Road, Secunderabad-500003
G S T No. : 36ABPFA0002Q1ZD

Draft PO for Approval

| **Supplier Details** | | | |
|---|---|---|---|
| Naveen Metal Udyog<br>4-5-155, Pan Bazar, Sec-bad-03. | **Doc No** | 68860 | 100187 |
| | **Doc Date** | 15-07-2020 | |
| | **Quote No** | Nil | |
| **GSTIN** 36AGOPD8982C1Z4 27712497. | **Quote Date** | 15-07-2020 | |
| 66382026. 9246297667 | **SupplyType** | Supply | |

**Kind Attn : Mr.Surpat Singh Dugar/ Nikil Dugar**

Estimate/Draft PO for the Supply of following Items.

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| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | |

T.D. Nquery
15/7/20.

For *Aedis Developers LLP*
Authorised Signatory

Draft PO for Approval

Accepted the above Terms And Conditions
For ***Naveen Metal Udyog***

Name : ____________________ Name : ____________________ Date : __/__/____