PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	27/08/20	Prepared by:	Keerthi
PO/WO no.	69566	PO / WO Date.	12/08/20
Supplier Name	G.P Buildcom materials	PO/WO amount	5570
Firm/Company	Nilgiri Estate	Project	Nilgiri Estate
Sl. No.	Bill No.	Bill Date	Bill amount
1.	149	12/08/20	5570/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			5570/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	149	12/08/20	82048	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
Amount B –Other Credits :				—
Amount C –Other Debits :				—
Amount D (D=A+B-C) – Amount to be credited to the supplier:				5570/-
Amount E – PO / WO value:				5570/-
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	31/08/20

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Keerthi	[signature]					
Date	27/08/20	28/8					

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/-

Tax Invoice

G.P. BUILDCON MATERIALS G-1 , Sai Srinivasa Towers, 29 - Sripuri Colony Kakaguda, Secunderabad - 15 GSTIN/UIN: 36AIZPG8119P1Z9 State Name : Telangana, Code : 36 Contact : 9866116375,9490056802 E-Mail : g.pbuildcon999@gmail.com	Invoice No. **GP/20-21/149**	Dated **12-Aug-2020**	
	Delivery Note		
	Buyer's Order No. **69566**	Dated **12-Aug-2020**	
Buyer **M/S.NILAGIRI ESTATES** 5-4-187/3 & 4,2nd FLOOR,M.G.ROAD SECUNDERABAD GSTIN/UIN : 36AAHFNO766FIZA State Name : Telangana, Code : 36	Despatch Document No.	Delivery Note Date	
	Despatched through **Direct**	Destination **Cherlappaly**	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**GBH 200** *Slno: 026010543*	84672100	**1 NOS**	4,720.00	NOS		**4,720.00**
	CGST @ 9 %			9	%		**424.80**
	SGST @ 9 %			9	%		**424.80**
	ROUNDF						**0.40**
	Total		**1 NOS**				**₹ 5,570.00**

E. & O.E

Amount Chargeable (in words)

INR Five Thousand Five Hundred Seventy Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
84672100	4,720.00	9%	424.80	9%	424.80	849.60
Total	**4,720.00**		**424.80**		**424.80**	**849.60**

Tax Amount (in words) : **INR Eight Hundred Forty Nine and Sixty paise Only**

INWARD
Inward No: 21932 Dt: 13/08
MRN No: 82048 Dt: 13/08/2020
Received By: Sign.
Nilgiri Estates

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 68545
26/8

Company's Bank Details
Bank Name : **ICICI BANK LTD**
A/c No. : **630805500095**
Branch & IFS Code : **VIKRAMPURI & ICIC0006308**

Company's PAN : **AIZPG8119P**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for G.P. BUILDCON MATERIALS

G.P. BUILDCON MATERIALS Secunderabad

Authorised Signatory

SUBJECT TO SECUNDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

 12-08-2020 12:48:46 PM

69566
11.08.20 11:32:21

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

Supplier Details			
G.P.Buildcon materials flat.no.G1, Saisrinivasa towers, Sri puri Colony, Kakaduda, secunderbad	**Doc No**	69566	72914
	Doc Date	12-08-2020	
	Quote No	NIL	
	Quote Date	12-08-2020	
	SupplyType	Supply	

Kind Attn : Mr.Pavan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST%	Amount
1	5028 - Equipment - machinery - Hammering Machine - other - nos *GBH-200*	1.00	4,720.00	0.00	18.00	5,569.60
					Total Order Value . . .	**5,569.60**

Rupees : Five Thousand Five Hundred Sixty Nine and Paise Sixty Only.

Terms and Conditions :-

Specification / Brand	Item shall be of 'bosch Drilling machine with with drill bits
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Same Day
Delivery Location	Nilgiri Homes Phase - II Sy.No.143/133/134/135/136, Rampally Village. Phone. Mallesham 9553797190
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 Site work Purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Nilgiri Estates***
Authorised Signatory

12/08/2020

Name :

Contact - -

Accepted the above Terms And Conditions
For ***G.P.Buildcon materials***

Name :

Date : __/__/____

Requisition Form

Company Name:	NILGIRI ESTATES	Date:	07.08.2020
Site & Phase :	NILGIRI ESTATE	Time:	09:40
Supplier		Req. No.	72914
Material required before date:		ID No.	59037

No	Description	Size	Quantity	Units	Inward No	Date
1	Drilling Machine (Hammer machine GBH200)	STD	01	No's		
2						
3						
4						
5	69566					
6						
7						
8	11/08/2020					
9						
10						

Remarks: - for our company department electrician site use purpose . Earliear machine was not working

Prepared By	Anil Yadav	Approved by	Vijay Raj
Sign.& Date	07.08.2020	Sign. & Date	

APPROVED BY
12 AUG 2020
SOHAM MODI
MANAGING DIRECTOR

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

Company Name:			Date:	
Site & Phase :			Time:	
Supplier			Req. No.	
Material required before date:		Urgent	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:

Prepared By		Approved by	
Sign.& Date		Sign. & Date	

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