PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	1/09/20	Prepared by:	Kurthi
PO/WO no.	69339	PO / WO Date.	06/08/20
Supplier Name	Sri Raja rajeshwara Traders	PO/WO amount	1912/-
Firm/Company	Serene Construction LLP	Project	Seren farms
Sl. No.	Bill No.	Bill Date	Bill amount
1.	214	17/08/20	1912
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1912.

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	214	17/08/20	82233	☑ 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:	1912
Amount E – PO / WO value:	1912
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	07/09/20

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Kurthi						
Date							

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/-

Shop : 040-2771 8915, 6633 3915 Resi : 040-6666 4080
Mob. : 092463 63915, 93472 36012

SRI RAJA RAJESHWARA TRADERS

Shop No.18, Hyderi Complex, Ranigunj, Secunderabad - 500 003.

Dealers in : M.S.Wire, M.S.Wire Nails, G.I. Barbed Wire, G.I.St.Rods, Welding Electrodes, Welding Accessories, Wire Mesh, Hexwire Netting, Spades, Crow Bars, Screws, Ropes, Carbide, Bitumen Products, Tor Felt, Fibre Corrugated Sheets, Gamela,Nelton Mosquito Mesh, Sponges, Red Odixe Paint & General Hardware.

Email : srrt3915@gmail.com, prpk67@gmail.com

CASH / CREDIT INVOICE

To
M/s. SERENE CONSTRUCTIONS LLP
M.G. Road

Invoice No. : 0214 Date : 17/8/2020
D.C. No. : Date :
P.O. No. : 69339 Date : 6/8/2020

Site : S'bad

Customer's GST No. : 36ACVFS7909P1ZV

LL/RR Truck No. :

Payment Mode :

Sl. No.	Quantity	Description of Goods	HSN CODE	GST	Rate Rs. Ps.	Amount Rs. Ps.
1	12	NO Rod Cuttins Blade		18%	135/-	1620/-
		CGST		9%		146/-
		SGST		9%		146/-
						1912/-
	E. & O.E.					

INWARD No: 5331 Dt: 19/8/2020
MRN No: 82233 Dt: 24-8-2020
Received By: Sign:
Serene Construction (Hyd) LLP

MODI PROPERTIES PVT LTD INWARD No. 68862 Date 31/8 SEC'BAD

R 1912/-

Rupees

TOTAL 1912/-

GST No. : 36AEPPP5662Q1ZF
Subject to Secunderabad Jurisdicition
1. Goods once sold will not be taken back or exchanged.
2. 24% Interest will be charged on bills remaining unpaid after due date.

HDFC BANK,
PARADISE BRANCH.
A/C No. : 00422020001922
RTGS : HDFC0000042

For SRI RAJA RAJESHWARA TRADERS
Sri Raja Rajeshwara Traders
#17&18, Hyderi Complex, Ranigunj, Sec'bad-3.
Ph: 27718915, 66333915, Mob: 9246363915
TIN No: 28680135713
QUOTATION / ESTIMATE
Authorised Signatory

Purchase Order

Page(s) 1 Of 1   06-08-2020 12:31:21

69339
31.07.20 12:25:05

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

Supplier Details			
Sri Raja Rajeshwara Traders	**Doc No**	69339	150321
Shop No. 18, Hyderi complex, Ranigunj, Sec-Bad -500 003	**Doc Date**	06-08-2020	
	Quote No	Nil	
GSTIN 36AEPPP5662Q1ZF 27718915.	**Quote Date**	20-01-2019	
276363915 9246363915	**SupplyType**	Supply	

Kind Attn : Mr. Rajeshwar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9550 - Tools - Machine Blade - other - nos *Cutting blade Norton 14"*	12.00	135.00	0.00	18.00	1,911.60
			Total Order Value . . .			**1,911.60**

Rupees : One Thousand Nine Hundred Eleven and Paise Sixty 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 MS Fabrication work(Gates & Portico) 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 ***Sri Raja Rajeshwara Traders***

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	50mmx10mm(thick)	200	Nos		
6	Steel cutting wheel	355mm(big)	12	Nos		
7						
8		69339				
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 SOHAM MODI 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.