PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	01/09/2020	Prepared by:	T.D. Murthy
PO/WO no.	69857	PO / WO Date.	26/08/2020
Supplier Name	Lepakshi Tarpaulin Industries	PO/WO amount	Rs. 420/-
Firm/Company	Modi Realty Vikarabad LLP	Project	Head Office
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1640	27/08/2020	Rs. 420/-
2.			-
3.			-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 420/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	1640	27/08/2020	-	☑ 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:				Rs. 420/-
Amount E – PO / WO value:				Rs. 420/-
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	**05/09/2020**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	[signature]				
Date	1/9/20	1/9					

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

Invoice No. : 1640

Date : 27/08/2020

State Code : 36

LEPAKSHI TARPAULIN INDUSTRIES

1st Floor, Shop No.F10, S.A. Trade Centre, Above Bombay Hotel, Ranigunj 'X' Road, Secunderabad-500 003.
Phone : (O) 2770 6071, 9121013748, Cell : 99591 02999,
E-mail: lepakshitarp@gmail.com, Lnt_91@yahoo.in, www.lepakshitarpaulin.com

GSTIN : 36ADOPN7656C1Z7

Details of Receiver (Billed to)	Details of Consignee (Shipped to)
Name : MODI REALITY VIKARABAD LLP	Name :
Address : MG ROAD SEC-BAD-3	Address :
Ph. Cell :	Ph. Cell :
GSTIN/UIN : 36ABIFM0553B1ZN	GSTIN/UIN :
P.O. No. & Dt. 69857 dt 26/08/2020	Vehicle No. :

Sl. No.	HSN (SAC) Code	Description of the Goods	Qty.	Rate	Amount Rs.	Taxable Value	CGST Rate	CGST Amount	SGST Rate	SGST Amount	IGST Rate	IGST Amount
1)	6201	Rain coats	1 No	@ 400/-	400	400	2.5%	10	2.5%	10		
		TOTAL				400	(+)	10	(+)	10	-	420

INWARD
Inward No: 410 Dt: 28/08/20
MRN No: Dt:
Received By: Samarth Sign:
MODI PROPERTIES

MODI PROPERTIES PVT LTD SEC'BAD INWARD No 68823 Dt 3/8

(Rupees : in words Rs. 420 only/- only

E-way Bill No. TOTAL INVOICE RS. 420

TERMS & CONDITIONS :
1. Goods once sold will not be taken back or exchanged.
2. Subject to Secunderabad Jurisdiction only.
3. The customer should inform the firm if there is any complaint regarding the quality or quantity of the material within 48 hours from the date of Invoice.
4. Inspection should be carried out at our factory premises only.
5. Interest will be charged at the rate of 24% per annum for all overdue payments.
6. Our risk & responsibility ceases as soon as the goods are despatched from our premises.

OUR BANK DETAILS :
Bank Name : PUNJAB NATIONAL BANK
Bank Account Number : 3631002100019635
Branch : M.G. Road, Sec'bad
IFSC : PUNB0363100

For LEPAKSHI TARPAULIN INDUSTRIES

Authorised Signatory

Purchase Order

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69857
26.08.20 1:23:35

From Company : **Modi Reality Vikarabad LLP**
5-4-187/3&4, II nd floor, Soham Mansion, M G Road, Secunderabad-
G S T No. : 36ABIFM0553B1ZN

Supplier Details			
Lepakshi Tarpaulin Industries	**Doc No**	69857	16439
# 5-5-65, 1st Floor, Shop No. F10, S.A. Trade Centre, Above Bombay Hotel, Ranigunj 'X' Road, Secunderabad-3.	**Doc Date**	26-08-2020	
	Quote No	Nil	
GSTIN 36ADOPN7656C1Z7 2770 6071	**Quote Date**	26-08-2020	
66486071 9642662732	**SupplyType**	Supply	

Kind Attn : Mr. Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4052 - Consumables - Raincoats - NA - nos	1.00	400.00	0.00	5.00	420.00
					Total Order Value . . .	**420.00**

Rupees : Four Hundred Twenty 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	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 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 Umakanth use purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Modi Reality Vikarabad LLP*

Authorised Signatory

Name : ______________

Accepted the above Terms And Conditions

For *Lepakshi Tarpaulin Industries*

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	Modi Realty Vikarabad LLP	Date:	13/08/20
Site & Phase :	Head offie	Time:	
Supplier		Req. No.	16439.
		ID No.	59373

No	Description	Size	Quantity	Units	Inward No	Date
1	Rain coat 69857		1			
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: Out Side works Exple:- Banks and Consultancy

APPROVED BY
14 AUG 2020
KUMAR
MANAGER-H.R. & ADMIN

Prepared By	Umakanth	Approved by	
Sign.& Date	13/08/20	Sign. & Date	

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