PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	23/09/2020	Prepared by:	T.D. Murthy
PO/WO no.	70483	PO / WO Date.	16/09/2020
Supplier Name	Praful Sanitary	PO/WO amount	Rs. 7,256/-
Firm/Company	Nilgiri Estates	Project	Nilgiri Estates
Sl. No.	Bill No.	Bill Date	Bill amount
1.	373	18/09/2020	Rs. 7,256/-
2.	-	-	-
3.	-	-	-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 7,256/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	373	18/09/2020	83148	☑ 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. 7,256/-
Amount E – PO / WO value:	Rs. 7,256/-
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	**26/09/2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	23/9/20						

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23 SEP 2020
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MANAGER PROCUREMENT

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 INVOICE

(ORIGINAL FOR RECIPIENT)

Praful Sanitary 3-6-429/6,SRI SAI TOWER, St.No.4 HIMAYAT NAGAR HYDERABAD GSTIN/UIN: 36ACWPG4864A1ZG State Name : Telangana, Code : 36 E-Mail : prafulsanitary@gmail.com	Invoice No. **PS/20-21/ 373**	Dated **18-Sep-2020**
	Delivery Note **Invoice**	
	Supplier's Ref.	Other Reference(s) **Credit**
Buyer **Nilgiri Estates** 5-4-187/3&4, IInd Floor, M.G. Road Secunderabad GSTIN/UIN : 36AAHFN0766F1ZA State Name : Telangana, Code : 36	Buyer's Order No. **70483**	Dated **16-Sep-2020**
	Despatch Document No. **Invoice**	Delivery Note Date **18-Sep-2020**
	Despatched through **Self**	Destination **Rampally**

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**Service Saddle**	3917	18 %	**30 No:**	66.90	No:	30 %	**1,404.90**
2	**Service Saddle**	3917	18 %	**30 No:**	54.50	No:	30 %	**1,144.50**
3	**20mm CF Elbow**	3917	18 %	**30 No:**	62.00	No:	20 %	**1,488.00**
4	**20mm CF Adaptor**	3917	18 %	**30 No:**	40.00	No:	20 %	**960.00**
5	**25mm CF Adaptor**	3917	18 %	**30 No:**	48.00	No:	20 %	**1,152.00**
								6,149.40
	Output CGST							**553.45**
	Output SGST							**553.45**
	Less : ***ROUNDING OFF***							**(-)0.30**
	Total			**150 No:**				**₹ 7,256.00**

INWARD
Inward No: 22066 Dt: 18/9/20
MRN No: 83148 Dt: 19/9/20
Received By: Ashish Sign
Nilgiri Estates

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. EC/1432 Date 18/9 Sign

Amount Chargeable (in words) *E. & O.E*

Indian Rupees Seven Thousand Two Hundred Fifty Six Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
3917	6,149.40	9%	553.45	9%	553.45	1,106.90
Total	**6,149.40**		**553.45**		**553.45**	**1,106.90**

Tax Amount (in words) : **Indian Rupees One Thousand One Hundred Six and Ninety paise Only**

PRAFUL SANITARY HYDERABAD

Company's PAN : **ACWPG4864A**

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

for Praful Sanitary

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

70483
14.09.20 5:37:50

 16-09-2020 3:36:13 PM

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

Supplier Details				
Praful Sanitary 3-6-138/5, Himayat Nagar, Hyderabad.		**Doc No**	70483	72962
		Doc Date	16-09-2020	
		Quote No	Nil	
GSTIN 36ACWPG864A1ZG	40077300	**Quote Date**	16-09-2020	
65526886.	9849624797	**SupplyType**	Supply	

Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7268 - Plumbing - PVC - Saddle - other - nos *2" x 3/4"*	30.00	66.90	30.00	18.00	1,657.78
2	7268 - Plumbing - PVC - Saddle - other - nos *1 1/2" x 1/2"*	30.00	54.50	30.00	18.00	1,350.51
3	7331 - Plumbing - HDPE - Elbow - other - nos *1/2"*	30.00	62.00	20.00	18.00	1,755.84
4	7096 - Plumbing - HDPE - Joint Nipple - other - nos *1/2" adopter CF*	30.00	40.00	20.00	18.00	1,132.80
5	7096 - Plumbing - HDPE - Joint Nipple - other - nos *3/4" CF adopter*	30.00	48.00	20.00	18.00	1,359.36
				Total Order Value . . .		**7,256.29**

Rupees : Seven Thousand Two Hundred Fifty Six and Paise Twenty Nine 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	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 use purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Nilgiri Estates***
Authorised Signatory
16/09/2020

Name : _____

Accepted the above Terms And Conditions
For ***Praful Sanitary***

Name : _____

Date : __/__/____

Requisition Form

Company Name:	NILGIRI ESTATES	Date:	15.09.2020
Site & Phase :	NILGIRI ESTATE	Time:	11:45
Supplier		Req. No.	72962
Material required before date:		ID No.	59912

No	Description	Size	Quantity	Units	Inward No	Date
1	HDPE Sandle Piece	63mmX25 mm 3/4"	30	Nos		
2	HDPE Sandle Piece	50mm X 20mm 1/2"	30	Nos		
3	HDPE Elbow	20mm 1/2"	30	Nos		
4	HDPE Connector	20mm 1/2"	30	Nos		
5	HDPE Connector	25mm 3/4"	30	Nos		
6						
7						
8						
9						
10						

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16 SEP 2020
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MANAGER PROCUREMENT

Remarks: - For Site use purpose

Prepared By	Anil.M	Approved by	
Sign.& Date	15.09.2020	Sign. & Date	

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						

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.