PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	26/09/2020	Prepared by:	MINISH.
PO/WO no.	70052	PO / WO Date.	02/09/2020
Supplier Name	Ganji veerkannah & sons	PO/WO amount	1,623/-
Firm/Company	MPL.	Project	HO.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1503.	18/09/2020	1,623/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 1,623/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.				☑ 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:	1,623/-
Amount E – PO / WO value:	1,623/-
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	31/09/2020
Remarks:	

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

APPROVED
26 SEP 2020
MINISH PARIKH
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/-

TAX INVOICE

(ORIGINAL FOR RECIPIENT)

GANJI VENKANNAH &SONS 2019-20
5-5-97,GANJI CHAMBERS,RANIGUNJ,
SECUNDERABAD -500 003 (T.S)
GSTN/SAC : 36AABFG9288K1ZT
GSTIN/UIN: 36AABFG9288K1ZT
State Name : Telangana, Code : 36
E-Mail : ganji_venkannah@yahoo.co.in

Invoice No. **1503**	Dated **18-Sep-2020**
Delivery Note **CREDIT**	Mode/Terms of Payment **CREDIT**
Supplier's Ref.	Other Reference(s)
Buyer's Order No. **70052/16453**	Dated **2-Sep-2020**
Despatch Document No.	Delivery Note Date **18-Sep-2020**
Despatched through	Destination
Terms of Delivery	

Consignee
MODI PROPERTIES PVT LTD.
5-4-187/3&4 IInd Floor, M.G Road, Secunderabad
500003 A P India
GSTIN/UIN : 36AABCM4761E1ZM
State Name : Telangana, Code : 36

Buyer (if other than consignee)
MODI PROPERTIES PVT LTD.
5-4-187/3&4 IInd Floor, M.G Road, Secunderabad
500003 A P India
GSTIN/UIN : 36AABCM4761E1ZM
State Name : Telangana, Code : 36

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**SHEENLAC N.C.THINNER D-13 1LTR**	3814	**2 Nos**	150.00	Nos		**300.00**
2	**2"BRUSH**	9603	**2 Nos**	40.00	Nos		**80.00**
3	**0615 - AP APCO GLS ENML - EB6 PGE 4 LTR**	3208	**1 Nos**	995.00	Nos		**995.00**
							1,375.00
	CGST						**123.75**
	SGST						**123.75**
	Round Off						**0.50**
	Total		**5 Nos**				**₹ 1,623.00**

INWARD
Inward No: 480 Dt: 1/10/20
MRN No: Dt:
Received By: Samrat Sign:
MODI PROPERTIES

Amount Chargeable (in words) *E. & O.E*
INR One Thousand Six Hundred Twenty Three Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
3814	300.00	9%	27.00	9%	27.00	54.00
9603	80.00	9%	7.20	9%	7.20	14.40
3208	995.00	9%	89.55	9%	89.55	179.10
Total	**1,375.00**		**123.75**		**123.75**	**247.50**

Tax Amount (in words) : **INR Two Hundred Forty Seven and Fifty paise Only**

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 69605
Date 23/9
Sign.

Company's Bank Details
Bank Name : **City Union Bank 38495**
A/c No. : **076109000038495**
Branch & IFS Code : **M G Road Secunderabad & CIUB0000076**

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

for GANJI VENKANNAH &SONS 2019-20

Authorised Signatory

This is a Computer Generated Invoice

Purchase Order

 02-09-2020 12:24:23

70052
03.09.20 11:46:55

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Ganji Venkannah & sons (Asian Paints) #5-5-97/2, Ganji chambers, Ranigunj,Secunderabad-500003 A.P.India.	**Doc No**	70052	16453
	Doc Date	02-09-2020	
	Quote No	Nil	
GSTIN 36AABFG9288K1ZT 040-40146505	**Quote Date**	02-09-2020	
27710339,27719935,277807357	**SupplyType**	Supply	

Kind Attn : Mr.Ganji Ashok

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6591 - Paints - Thinner - NA - ltrs *2 liters*	2.00	150.00	0.00	18.00	354.00
2	6519 - Paints - Brush - 2 In - nos	2.00	40.00	0.00	18.00	94.40
3	6528 - Paints - Enamel - NA - ltrs *Silver grey colour -Asian paint 0651*	1.00	995.00	0.00	18.00	1,174.10
					Total Order Value . . .	**1,622.50**

Rupees : One Thousand Six Hundred Twenty Two and Paise Fifty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working 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	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 3 rd floor pantry table purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name :

Contact - -

Accepted the above Terms And Conditions

For *Ganji Venkannah & sons (Asian Paints)*

Name : ______

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	31.08.2020
Site & Phase :	HEAD OFFICE	Time:	18.30PM
Supplier		Req. No.	16453
Material required before date: Urgent		ID No.	59493

No	Description	Size	Quantity	Units	Inward No	Date
1	SILVER GREY COLOUR – ASIAN PAINTS – 0651	04 LITRES TIN	01	TIN		
2	TINNER	02 LITRES →	02	BOTTLES		
3	PAINTING BRUSH-	2"	02	NOS		
5						
6						
7						
8		70052.				
9						
10						

Remarks : FOR II1 FLOOR PANTRY TABLE PAINTING WORKS PURPOSE.
NOTE - ASIAN PAINTS – COLOUR CODE – 0651.

Prepared By	T.SURYANARAYANA	Approved by	
Sign.& Date	31-08-2020	Sign. & Date	

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