

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 28/09/20		Prepared by: Prabhakar.P	
PO/WO no. 70447		PO / WO Date. 16.9.20	
Supplier Name: Elegant Enterprises		PO/WO amount: 1,805-40	
Firm/Company: Mehra & Modi Realty Pvt. Ltd.		Project: EHT	
Sl. No.	Bill No.	Bill Date	Bill amount
1	EE 2021-0110	17/9/20	1,866-00
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,866-00
Sl. No.	DC No	DC. Date	MRN No.
1.	/	/	NA 83212
2.	/	/	
3.	/	/	
Amount B –Other Credits : Transportation charges			
Amount C –Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			1,866-00
Amount E – PO / WO value:			1,805-40
Amount F – Difference (A – E): GST-18%			
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		31/10/20	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
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. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- 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/-

Head Office : Block - A ' 413 ' Shanti Nagar Apartments, 7 - 1 - 3, Begumpet, Hyderabad - 500 001 6

Purchase Order

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16-09-2020 4:46:05 PM

Origin



70447

14.09.20 5:37:49

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003
G S T No. : 36ABLFM7631F1Z3

Supplier Details

Elegant Enterprises
5-4-187/7/3, Karbala Maidan, M.G.Road, Secunderbad-500003.

GSTIN 36AJBPK0412E1ZY

66385358

9985113450/9885073880

Doc No	70447	140282
Doc Date	16-09-2020	
Quote No	Nil	
Quote Date	16-09-2020	
SupplyType	Supply And Application	

Kind Attn : Mr.Gaurang Kadakia/Mahesh Kadakia

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4695 - Electrical - wires - Copper flat wire - 3core - mtrs 2.5 sqmm	30.00	51.00	0.00	18.00	1,805.40
Total Order Value . . .					1,805.40

Rupees : One Thousand Eight Hundred Five and Paise Fourty Only.

Terms and Conditions :-**Specification / Brand** All items shall be of 'South King' brand**Payment Terms** After Delivery & Production of bill**Tax** Inclusive of all taxes**Delivery Date** Next Day.**Delivery Location** Greenwood Heights

Sy no: 196, Kowkur.

Phone. 040-66335551

Penalty 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. Payment as per actual receipt of material. Above order for new bore well purpose**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name:	MMRK LLP	Date:	15-09-2020
Site & Phase:	GHT	Time:	17:15
Supplier:	SSLLP	Req. No.	140282
Material required before :	19.09.2020	ID No.	59923

[illegible]

Remarks: For new bore wells mortas fixing purpose.

Prepared by	N.Shravya	Approved by	A.Suresh
Sign.& Date	15-09-2020	Sign& Date	15-09-2020