PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	13/10/20	Prepared by:	Keerthi
PO/WO no.	70166	PO / WO Date.	07/09/20
Supplier Name	Sri Laxmi Ganesh Steels & Hardware	PO/WO amount	3,010.77/-
Firm/Company	Serene Construction LLP	Project	Serene farms
Sl. No.	Bill No.	Bill Date	Bill amount
1	698	23/09/20	3010.70/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3010.70/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	698	23/09/20	NA 83561	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
Amount B –Other Credits :Transportation charges				–
Amount C –Other Debits :				–
Amount D (D=A+B-C) – Amount to be credited to the supplier:				3010.77/-
Amount E – PO / WO value:				3010.70/-
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	19/10/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Keerthi	[signature]					
Date	13/10.	13/10					

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/-

GSTIN - 36ARPPK9655D2ZA
VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh, Design Articals
6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.
Email : srilaxmiganeshsteels@gmail.com

M/s. Serene constructions LLP

Party's GSTIN 36ACVFS7909P1ZV

Invoice No.: 698 Po No 70166
Date : 23/9/20
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	MS Gazette Plates 24 Nos	40 kg	63/-	2551	50
		Total		2551	50
		SGST @ 9 %		229	35
		CGST @ 9 %		229	35
		IGST @ 18 %			
		Roundup			
		Grand Total		3010	70

INWARD
Inward No: 5441 Dt: 30/9/20
MRN No: 83561 Dt: 01/10/20
Received By: Yesppal Reddy Sign:
Serene Construction (Hyd) LLP

MODI PROPERTIES PVT LTD SEC'BAD
INWARD No. 6983 Date 30/9 Sign.

Bank Details :
Sri Laxmi Ganesh Steels & Hardware
C/A : 36998265647
Bank: SBI, Kavadiguda, Sec-bad.
IFSC Code No. : SBIN0020312

Rupees In words : ____

For Sri Laxmi Ganesh Steels & Hardware

Signature

E & O.E
Terms & Conditions
Subject to hyderabad jurisdiction only
Goods once sold will not be taken back or Exchange

Purchase Order

 07-09-2020 13:56:03

70166
03.09.20 11:50:23

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 Laxmi Ganesh Steels & Hardware	**Doc No**	70166	150351
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad	**Doc Date**	07-09-2020	
	Quote No	Nil	
GSTIN 36ARPPK9655D2ZA	**Quote Date**	06-08-2019	
9246205245/9542575725	**SupplyType**	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	8016 - Steel - other - MS Gazette Plates - other - kgs *6" x 6" x 8mm thick - 27 nos*	40.50	63.00	0.00	18.00	3,010.77
					Total Order Value . . .	**3,010.77**

Rupees : Three Thousand Ten and Paise Seventy Seven Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 1st quality. Each plate approx. weight 1.5kgs.
Payment Terms	100% as advance.
Tax	All taxes included in above price.
Delivery Date	Within 2days.
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	Rs. 3,011/- payment to be pay vide cheque no. , dtd.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Fabrication work in villas.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Serene Constructions LLP***

Authorised Signatory

Name : 07/09/2020

Accepted the above Terms And Conditions

For ***Sri Laxmi Ganesh Steels & Hardware***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SERENE CONSTRUCTION LLP		Date:	05-09-20
Site & Phase:	Serene farms		Time:	11.45
Supplier			Req. No.	150351
Material required before date:		Asap	ID No.	59633

No	Description	Size	Quantity	Units	Inward No	Date
1	Wall cutting blades	4"	20	Nos		
2	MS plates	6"x6"x8mm	27	Nos		
3	Steel cutting blades	4"	15	Nos		
4						
5						
6	70166					
7						
8						
9						
10						

The above material is required for fabrication work in villas			
Prepared By	SYED GOLAM SARWAR	Approve by	APPROVED BY
Sign. & Date	05-09-20	Sign. & Date	05 SEP 2020 SOHAM MODI MANAGING DIRECTOR

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