PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	31-10-20	Prepared by:	Prabhakar.P
PO/WO no.	71110	PO / WO Date.	8-10-20
Supplier Name	Sri Balaji Enterprises	PO/WO amount	3,700.48
Firm/Company	Modi Properties Pvt Ltd	Project	HO
Sl. No.	Bill No.	Bill Date	Bill amount
1	86	16.10.20	3,136-00
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,136-00

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.				□ 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:	3,136-00
Amount E – PO / WO value:	3,700.48
Amount F – Difference (A – E): GST-18%	564.48
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	**02-11-20**

Remarks: GST calculated extra, but the price is included GST can be considerd.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date		2/11/20					

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/-

"SHREE GANESHAY NAMAH"

Tax Invoice

SBE	**SRI BALAJI ENTERPRISES** #14-1-418, Near Rocket Ground, New Aghapura, Hyderabad - 01 E-mail : seetaram.joshi@yahoo.com Mob: 9030605690, 9885288441 **GSTN : 36AEIPJ0494H1ZF**	Invoice No. **86** PO / DOC No. **71110** Vehicle No. **TS10EG-7971**	Dated **16-10-2020** D.C. No. **86** Destination **HEAD OFFICE**

Billing Address :
MODI PROPERTIES PVT LTD
5-4-187/3&4, IInd Floor
MG Road, Secunderabad - 03
GSTN : 36AABCM4761E1ZM

Shipping Address :
MODI PROPERTIES PVT LTD
5-4-187/3&4, IInd Floor
MG Road, Secunderabad - 03
GSTN : 36AABCM4761E1ZM

S. NO.	HSN	Description	Thickness	Size	Qty	Rate	Amount
1	4823	GREEN LAM (261 TST)	1.MM	8X4	2	1568.00	3136.00
						Cartage	
					2		3136.00

INWARD
Inward No: 577 Dt: 16/10/20
MRN No: Dt:
Received By: Samarai Sign:
MODI PROPERTIES

MODI PROPERTIES PVT. LTD. INWARD No. 70334 Date 22/10 Sign. SEC'BAD

re Tax : Rs 3136.00 Tax Rs.: 564.48 Post Tax Rs.: 3700.48 R/o Rs.: -0.48 **Final Rs.: 3700.00**

HSN / SAC	Taxable Value	CGST		SGST		IGST		Total Tax Amt
		Rate	Amount	Rate	Amount	Rate	Amount	
4823	3136	9%	282.24	9%	282.24			564.48
								0
								0
Total	**3136**	**0.09**	**282.24**	**0.09**	**282.24**	**0**	**0**	**564.48**

TERMS & CONDITIONS :
1. Above mentioned goods remain our property until full payment is received.
2. Goods once sold can not be taken back or exchanged.
3. Our responsibility ceases once the goods leave our premises.
4. If the is not paid on presentation interest at 24% per annum
5. Subject to Hyderabad Jurisdiction.

For **SRI BALAJI ENTERPRISES**

SRI BALAJI ENTERPRISES HYD

Authorised Signatory

Our Bank: Kotak mahendra Bank A/c No. 4312001151, IFSC : KKBK0000553
Our BanK: Central Bank Of India A/c No.3252126355, IFSC : CBIN0280809

"SHREE GANESHAY NAMAH"

DELIVERY CHALLAN

SRI BALAJI ENTERPRISES #14-1-418, Near Rocket Ground, New Aghapura, Hyderabad - 01 E-mail : seetaram.joshi@yahoo.com Mob: 9030605690, 9885288441 **GSTN : 36AEIPJ0494H1ZF**	D. C. No. **86**	Dated 16 October 2020
	PO / DOC No. **71110**	
	Vehicle No. **TS10EG-7971**	Cont. No. HEAD OFFICE

Billing Address : MODI PROPERTIES PVT LTD 5-4-187/3&4, IInd Floor MG Road, Secunderabad - 03 GSTN : 36AABCM4761E1ZM	**Shipping Address :** MODI PROPERTIES PVT LTD 5-4-187/3&4, IInd Floor MG Road, Secunderabad - 03 GSTN : 36AABCM4761E1ZM

S. N0.	HSN	Description	Thickness	Size	Qty	Remark
1	4823	GREEN LAM (261 TST)	1MM	8X4	2 Nos	
					2	

TERMS & CONDITIONS :

1. Above mentioned goods remain our property until full payment is received.
2. Goods once sold can not be taken back or exchanged.
3. Our responsibility ceases once the goods leave our premises.
4. If the is not paid on presentation interest at 24% per annum
5. Subject to Hyderabad Jurisdiction.

For SRI BALAJI ENTERPRISES

SRI BALAJI ENTERPRISES HYD

Authorised Signatory

Our Bank: Kotak mahendra Bank A/c No. 4312001151, IFSC : KKBK0000553

Our BanK: Central Bank Of India A/c No.3252126355, IFSC : CBIN0280809

Purchase Order

 09-Oct-20 3:14:28 PM Original / Office Copy / Purchase Div.Copy

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			
Sri Balaji Enterprises	**Doc No**	71110	16538
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc Date**	08-10-2020	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	08-10-2020	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2183 - Carpentry - other - Laminated sheet - other - nos *261TST, 8'X4'*	2.00	1,568.00	0.00	18.00	3,700.48
			Total Order Value . . .			**3,700.48**

Rupees : Three Thousand Seven Hundred and Paise Fourty Eight Only.

Terms and Conditions :-

Specification / Brand	Brand is Green lam laminate code no 261 TST
Payment Terms	After delivery and production of bill
Tax	Included in the above prices
Delivery Date	With in 2 days
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	Included by us
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the rights to reject the items if not as specified, above order is for HO 3 rd floor lunch room table purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Name : ____________

Name : ____________

Date : __/__/____

Contact - -

Purchase Order

 08-Oct-20 4:56:18 PM

71110
08.10.20 5:21:49

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			
Summit Sales LLP	**Doc No**	71110	16538
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	08-10-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	08-10-2020	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2183 - Carpentry - other - Laminated sheet - other - nos *261TST, 8'X4'*	2.00	1,568.00	0.00	18.00	3,700.48
					Total Order Value . . .	**3,700.48**

Rupees : Three Thousand Seven Hundred and Paise Fourty Eight Only.

Terms and Conditions :-

Specification / Brand	Brand is Green lam laminate code no 261 TST
Payment Terms	After delivery and production of bill
Tax	Included in the above prices
Delivery Date	With in 2 days
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	Included by us
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the rights to reject the items if not as specified, above order is for HO 3 rd floor lunch room table purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name :

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	07.10.2020
Site & Phase :	Head Office	Time:	11:40
Supplier		Req. No.	16538
Material required before date:		ID No.	60461

No	Description	Size	Quantity	Units	Inward No	Date
1	Laminate 261TST (Greenlam)	8' X 4'	02	Nos		
2						
3						
4						
5						
6						
7						
8						
9						
10						

7/10

Remarks: - for Head Office 3rd Floor Filling Room Table Work purpose.

Prepared By	Rahul.T	Approved by	
Sign.& Date	07.10.2020	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						
5						
6						
7						
8						
9						
10						

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.