PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	03/11/20	Prepared by:	NEHA
PO/WO no.	7278	PO / WO Date.	13/10/20
Supplier Name	Gautham Enterprises	PO/WO amount	2,520/-
Firm/Company	Martiproperties Pvt Ltd	Project	May flower Platinum
Sl. No.	Bill No.	Bill Date	Bill amount
1	712	27/10/20	2520/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,520/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			~~84025~~ 84550	☑ 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:	2520/-
Amount E – PO / WO value:	2,520/-
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	06/11/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	APPROVED 04 NOV 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	03/11	3/11/20					

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/-

TAX INVOICE

(ORIGINAL FOR RECIPIENT)

Gautham Enterprises
1-10-58/19, Vallabh Nagar,Begumpet, Secunderabad
Pin-500016 Ph.27763763,40211963
GSTIN/UIN: 36ADIPA9683N1ZW
State Name : Telangana, Code : 36
E-Mail : gautham_entps2424@yahoo.com

Invoice No. 712	Dated 27-Oct-2020
Delivery Note	Mode/Terms of Payment
Supplier's Ref.	Other Reference(s)
Buyer's Order No. p.o.no - 71278 dt 13.10.20	Dated 27-Oct-2020
Despatch Document No.	Delivery Note Date
Despatched through Somesh	Destination TS 10UB3123
Terms of Delivery	

Buyer
Modi Properties Pvt Ltd
Raniganj
Secunderabad
GSTIN/UIN : 36AABCM4761E1ZM
PAN/IT No :
State Name : Telangana, Code : 36

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**Nescafe Signature Premix**	21011200	18 %	**6 kg**	355.93	kg		**2,135.58**
	CGST Output - 9%				9	%		**192.20**
	SGST Output - 9%				9	%		**192.20**
	Rounded Off							**0.02**
	Total			**6 kg**				**₹ 2,520.00**

INWARD
Inward No 4459 Dt 28/10/20
MRN No: 84150 Dt.
Received By Sign Nizam
Modi Properties Pvt. Ltd
Sy.No.82/

INWARD No 70565 Date 30/10

Amount Chargeable (in words)
INR Two Thousand Five Hundred Twenty Only

E. & O.E

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
21011200	2,135.58	9%	192.20	9%	192.20	384.40
Total	2,135.58		192.20		192.20	384.40

Tax Amount (in words) : **INR Three Hundred Eighty Four and Forty paise Only**

Company's Bank Details
Bank Name : **Andhra Bank**
A/c No. : **022231043001908**
Branch & IFS Code: **Ameerpet Br & ANDB0000222**

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

for Gautham Enterprises

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

 15-10-2020 10:38:48

71278
10.10.20 12:33:38

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			
Gautham Enterprises Shop No. 1-10-98/19, Begumpet, behind Panthalooms,Sec-Bad **GSTIN** 36ADIPA9683N12W NA 2776-3763 / 6633-8763 9848035963	**Doc No**	71278	177017
	Doc Date	13-10-2020	
	Quote No	Nil	
	Quote Date	13-10-2020	
	SupplyType	Supply	

Kind Attn : Mr.Venkatesh Goud / Mrs. Saritha

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4011 - Consumables - Coffee Powder - NA - kgs	6.00	420.00	0.00	0.00	2,520.00
					Total Order Value . . .	**2,520.00**
Rupees : Two Thousand Five Hundred Twenty Only.						

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Terms and Conditions :-

Specification /	All items shall be of 'Nestle' brand
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
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 staff using purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Modi Properties Pvt.Ltd.***
Authorised Signatory

15/10/2020

Name : ____________

Contact - -

Accepted the above Terms And Conditions
For ***Gautham Enterprises***

Name : ____________

Date : __/__/____