PURCHASE DIVISION
Advice for approval for credit to supplier

We written Inbox completed

Date:	6/11/20	Prepared by:	Babhakar. P
PO/WO no.	71677	PO / WO Date.	29.10.20
Supplier Name	Y. Pushpalatha	PO/WO amount	2,385/-
Firm/Company	MMRR. LLP	Project	GHT
Sl. No.	Bill No.	Bill Date	Bill amount
1	231	30.10.20	2,385-00
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,385-00

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			84683	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B –Other Credits :_Transportation charges	1,007-00
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	3392-00
Amount E – PO / WO value:	2,385-00
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	16.11.20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		6.11.20					

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/-

GST[illegible]8PYPY9568E1ZM **TAX INVOICE** Cell : 8897895924

[illegible]nposite S[illegible]me

Y. PUSHPALATHA

GARDEN CONTRACTOR

H.No. 4-1270, Marthanda Nagar, New Hafeezpet,
Ranga Reddy Dist., Hyderabad - 500 049.

M/s. Mehta & MODi Reality Kokapet LLP

Party GST No.:

Sl.No. 231 Date: 30/10/2020

D/C. No. 15 Date: 29/10/2020

P.O.No. 71677 Date:

S.No.	PARTICULARS	HSN Code	Qty.	Rate	AMOUNT Rs.	Ps.
1	Suply of plants -		50 nos		3,392	00
				TOTAL	3,392	00

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 70579 Date 30/10

BANK DETAILS:
YESHAMONI PUSHPALATHA
H.D.F.C.Bank, Branch Kondapur, Hyderabad.
A/c.: 50100308647051
IFSC Code: HDFC0002019

Rupees inwards: Three Thousand Three Hundred ninety two only

For Y. PUSHPALATHA

Authorised Signatory

GSTIN: 36APYPY9568E1ZM

DELIVERY CHALLAN

Cell : 8897895924

Composite Scheme

Y. PUSHPALATHA

GARDEN CONTRACTOR

H.No. 4-1270, Marthanda Nagar, New Hafeezpet,
Ranga Reddy Dist., Hyderabad - 500 049.

M/s. Mehata & Modi Kowkur LLP

D.C. No. 15

Date 29/10/2020

Party GST No.:

P.O.No. 71677

S.No.	PARTICULARS	Quantity.
1	Tecoma plants –	50 no's

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 92440
Date 03/11
Sign Neha

INWARD

Inward No: 10579	Dt: 29/10/20
MRN No: 84633	Dt: 3/11/20
Received By:	Sign:

MEHTA & MODI REALTY KOWKUR LLP

Time - 15:49

For Y. PUSHPALATHA

Reciever's Signature

Authorised Signatory

Purchase Order

 29-10-2020 3:05:59 PM

71667
20.10.20 4:01:44

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-50(
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Y PUSHPALATHA 4-1270,Marthanda nagar, New Hafeezpet, Ranga Reddy Dist, Hyderbad	**Doc No**	71677	140299
	Doc Date	29-10-2020	
	Quote No	Nil	
GSTIN 36APYPY9568E1ZM	**Quote Date**	29-10-2020	
8897895924	**SupplyType**	Supply	

Kind Attn : Radha Krishna

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6031 - Miscellaneous - Plants - NA - nos *Tecomo plant*	50.00	45.00	0.00	6.00	2,385.00
				Total Order Value . . .	**2,385.00**

Rupees : Two Thousand Three Hundred Eighty Five Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Within 7 days
Delivery Location	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
Penality For Delay	Nil
Transportation Cost	Extra.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for GHMC park inside laying purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Mehta & Modi Realty Kowkur LLP*
Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions
For *Y PUSHPALATHA*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MMR KOWKUR LLP	Date:	29-10-2020
Site & Phase :	GHT	Time:	12.22
Supplier	SSLLP	Req. No.	140299
Material required before date:	30-10-20	ID No.	61103

No	Description	Size	Quantity	Units	Inward No	Date
1	TECOMO PLANTS	3'.0"	50	Nos		
2						
3	71677					
4						
5						
6						
7						
8						
9						
10						

APPROVED
29 OCT 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: - For GHT Site ghmc park inside laying purpose

Prepared By	A Suresh	Approved by	
Sign.& Date	29-10-2020	Sign. & Date	

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