PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	16-11-20	Prepared by:	Prabhakar.P
PO/WO no.	71513	PO / WO Date.	22-10-20
Supplier Name	Gautham Enterprises	PO/WO amount	2520-00
Firm/Company	Modi Realty minyalguda	Project LLP	AGH.
Sl. No.	Bill No.	Bill Date	Bill amount
1	761	4-11-20	2520-00
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2520-00

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			~~84923~~	☑ Yes □ No
2.			84961	□ 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:	2520-00
Amount E – PO / WO value:	2520-00
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		16/11/20					

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
1-10-98/19, 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. **761**	Dated **4-Nov-2020**
Delivery Note	Mode/Terms of Payment
Supplier's Ref.	Other Reference(s)
Buyer's Order No. **P.O.NO 71513 DT 22.10.20**	Dated **4-Nov-2020**
Despatch Document No.	Delivery Note Date
Despatched through **Madhu TS 10 UB 5649**	Destination
Terms of Delivery	

Buyer
Modi Realty Miryalaguda LLP
Raniganj
Secunderabad
Ph: 8919278620
Mr. Raghu
GSTIN/UIN : 36ABCFM6774G2ZZ
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: 14194 Dt: 06/11/20
MRN No: 84961 Dt: 7/11/20
Received By: Rajesh Sign:
Modi Realty (Miryalaguda) LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No.
Date 12/11
Sign.
71210

Amount Chargeable (in words) *E. & O.E*

INR Two Thousand Five Hundred Twenty Only

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

GAUTHAM ENTERPRISES Begumpet, Secunderabad-16.

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

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71513
20.10.20 3:54:09

From Company : **Modi Realty (Miryalguda) LLP**
5-4-187/3&4,II nd Floor, M.G.Road, Secunderabad-500 003.
G S T No. : 36ABCFM6774G2ZZ

Supplier Details			
Gautam Enterprises	**Doc No**	71513	165171
7-2-625,Rashtrapathi Road, Secunderabad - 500003	**Doc Date**	22-10-2020	
	Quote No	Nil	
GSTIN -	**Quote Date**	22-10-2020	
27717725,66317725,66382615 9246535926	**SupplyType**	Supply	

Kind Attn : Mr. M. Sampath Raj

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	IGST	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.

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	AVR Gulmohar Homes Sy no-786, Miryalguda, Nalgonda Dist. Phone. 9550139944
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 Realty (Miryalguda) LLP***

Authorised Signatory

Name : ______

Contact - -

Accepted the above Terms And Conditions

For ***Gautam Enterprises***

Name : ______

Date : __/__/____

Requisition Form

Company Name:	MRM LLP	Date:	20.10.2020	
Site & Phase:	AVR Gulmohar Homes	Time:	10.00	
Supplier:		Req. No.	165171	
	urgent	ID No.	60885	

No	Description	Size	Quantity	Units	Inward No	Date	
1	Nescafe classic coffee premix	1 kg	6				

P.O. 71513.

Remarks: Above materials is for office & customers use				
Prepared By	P.Anitha	Approved by		
Sign.& Date	20.10.2020	Sign. & Date		