PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21/11/2020	Prepared by:	NEHA.C[redacted]
PO/WO no.	71969	PO / WO Date.	09/11/2020
Supplier Name	Sri Sai rohith Marketing	PO/WO amount	7614.54/-
Firm/Company	MPPL	Project	Head Office
Sl. No.	Bill No.	Bill Date	Bill amount
1	425	13/11/2020	7614.54/-
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges): 7614.54/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			85469	☐ 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:	7614.54/-
Amount E – PO / WO value:	7614.54/-
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	27/11/2020
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha		APPROVED 21 NOV 2020 MINISH PARIKH MANAGER-PROCUREMENT				
Date	21/11/2020						

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 NO. 36AMHPC9678H1ZM

TAX INVOICE

Orginal for Recepient
Duplicate for Supplier/Transporter
Triplicate for Supplier

SRI SAI ROHIT MARKETING .CO

Dealers In: All Kinds of Aluminium Section Sheets, Glass, Plywood & Hardware Etc.,

New Narsimha Nagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad-76. T.S. CELL: 98665 12288

TAX IS PAYABLE ON REVERSE CHARGE (YES/NO)

INVOICE NO: 425

INVOICE DATE: 13-11-20

TRANSPORTATION NAME:

VEHICLE NO: L/R.NO:

DATE & TIME OF SUPPLY:

PLACE OF SUPPLY:

DETAILS OF RECEIVER (BILLED TO)

M/s Modi Properties Pvt. LTD. 5-4-187/3&4 IInd Floor, M.G. Road, Secunderabad-500003

STATE CODE GSTIN NO: 36AABCM4761G1ZM

DETAILS OF CONSIGNEE (SHIPPED TO)

-do-

P.O. no: 71969

STATE CODE GSTIN NO:

S.No.	HSN CODE	THICKNESS	DISCRIPTION	NO. OF.PCS	QUANTITY IN.SQ.MTRS	RATE PER.SQ.MTR	Amount Rs.	Ps.
1	7610		Openable Ventilator 36.59'x12.69' →	1 nos	6.07 sq	450/-	2731	50
2	7610		Openable Ventilator 12.63'x12.61' →	1 nos	2.63 f	450/-	1183	50
3	7610		Openable Ventilator 12.63'x12.73' →	1 nos	2.82 ft	450/-	1269	-
4	7610		Openable Ventilator 12.63'x12.73' →	1 n	2.82 ft	450/-	1269	-
					TOTAL BEFORE TAX		6453	-
					ADD:CGST	9%	580	77
					ADD:SGST	9%	580	77
					ADD:IGST			
					TAX AMOUNT GST			
					GRAND TOTAL		7614 -	54

INWARD
Inward No: 465 Dt: 13/11/20
MRN No: 85469 Dt: 21/11/20
Received By: Jamshid Sign:
MODI PROPERTIES

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 71269 Date 17/11 Sign Aleka

BANK DETAILS: HDFC BANK, HABSIGUDA BRANCH
SRI SAI ROHIT MARKETING.CO
A/C NO. 50200007478658 IFSC CODE: HDFC0000368

Rupees in Words..

1. Once goods sold will not be taken back
2. Interest @24% p.a. will be charged if payment is not made within 15 days from the date of the Bill.
3. Subject to Secunderabad juridiction only.
4. Our Responsibility ceases sooner the goods leave our premises
E.&O.E

Receiver Stamp & Signature.................... 13/11

For SRI SAI ROHIT MARKETING.CO

Authorised Signature

 09-11-2020 12:08:02

Purchase Order

71969
30.10.20 4:46:11

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 Sai Rohith Marketing Company
New Narsimhanagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad - 500 076.

GSTIN 36AMHPC9678H1ZM

9866512288

Doc No	71969	16644
Doc Date	09-11-2020	
Quote No	Nil	
Quote Date	09-11-2020	
SupplyType	Supply	

Kind Attn : Mr. C. Laxman Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2205 - Carpentry - windows - Al. Openable - other - sft *Ventilator - 36.59" x 12.69" - 01no*	6.07	450.00	0.00	18.00	3,223.17
2	2205 - Carpentry - windows - Al. Openable - other - sft *Ventilator - 12.63" x 12.61" - 01no*	2.63	450.00	0.00	18.00	1,396.53
3	2205 - Carpentry - windows - Al. Openable - other - sft *Ventilator - 12.63" x 12.73" - 01no*	2.82	450.00	0.00	18.00	1,497.42
4	2205 - Carpentry - windows - Al. Openable - other - sft *Ventilator - 12.63" x 12.73" - 01no*	2.82	450.00	0.00	18.00	1,497.42
	Rupees : Seven Thousand Six Hundred Fourteen and Paise Fifty Four Only.				**Total Order Value . . .**	**7,614.54**

Terms and Conditions :-

Specification / Brand	Aluminium Sections shall be of 'Agarvanshi' brand. Frame - Black colour powder coating.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	With in 2days.
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penality For Delay	Bills must be submitted to H.O. within 30days of completion of work. 10% plty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price.
Warranty	1 year on workmanship.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for H.O. 2nd floor toilets purpose.
Completion Date	Work to be completed in 2days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
Remarks	

For *Modi Properties Pvt.Ltd.*
Authorised Signatory

Name : 09/11/2020

Accepted the above Terms And Conditions
For *Sri Sai Rohith Marketing Company*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MPL	Date:	06-11-2020
Site & Phase :	HEAD OFFICE	Time:	11:00 AM
Supplier		Req. No.	16644
Material required before date:	Urgent	ID No.	61334

No	Description	Size	Quantity	Units	Inward No	Date
1	ventilator	3'7" x 1'8¼"				
2	ventilator	1'7 ½" x 1'7 ¼"				
3	ventilator	1'7 ½"x 1'8 ¾"				
4	ventilator H969	1'7 ½"x1'8 ¾"				
5						
6						
7						
8						
9						
10						

Remarks : FOR 2nd toilet

Prepared By	T.Abhinay	Approved by	
Sign.& Date	06- 11-2020	Sign. & Date	

APPROVED
06 NOV 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE

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