

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28-11-20	Prepared by:	Prabhakar.P
PO/WO no.	72072	PO / WO Date.	11-11-20
Supplier Name	Venkataramana Stationery & Binding works	PO/WO amount	1,416-00
Firm/Company	Modi Realty Mallapur LLP	Project	GMR
Sl. No.	Bill No.	Bill Date	Bill amount
1	597-20-21	11-11-20	1,416-00
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,416-00
Sl. No.	DC .No	DC. Date	MRN No.
1.			85343
2.			
3.			
Amount B –Other Credits : Transportation charges			
Amount C –Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			1,416-00
Amount E – PO / WO value:			1,416-00
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		07-11-20	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
Date			

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

Ph: 040 - 27842572

Cell: 9849360076

VENKATARAMANA STATIONERY AND BINDING WORKS

Note Books, Registers, Account Books, Stationery & Xerox Paper Etc. Available
 #1-5-85, General Bazar, Secunderabad - 500 003. Email: venkataramana.bindingworks@gmail.com

To
 M/S. modi reality mallapur LLP

Order No 72072 Date 11/11/2020

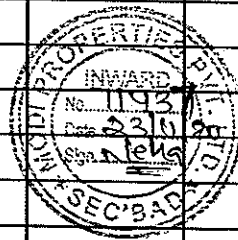
Delivery Challan No _____ Date _____

GSTIN 36AAEFM1459R1ZP

Bill No. 59720-21 Date 16/11/2020

SI No	PARTICULARS	HSN Code	Qty	Rate	12% GST	18% GST	0% -5% GST	Amount Rs. Ps.
1	Fruit Packing Cover		15	80		1200		
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

INWARD
 MODI REALTY MALLAPUR LLP
 1352 Dt. 16/11/20
 Ward No. 25343 Dt. 16/11/2020
 MRN No. 16111
 Received By Sign



Rupees.....

Total			
SUB Total		1200	
CGST		108	
SGST		108	
Grand Total		1416	1416

Receiver's Signature & Seal

GSTIN: 36AEJPP5811M1Z2

Terms & Conditions

Goods once sold will not be taken back
 Interest @2%p.m. if not paid within 30 days time
 Subject to Secunderabad Jurisdiction.

THE COSMOS CO-OP BANK LTD. M.G. Road, Secunderabad.
 RTGS / NEFT CODE COSB0000069 A/C No. 069100102707

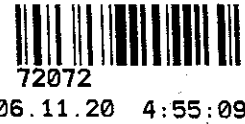
For: VENKATARAMANA STATIONERY AND BINDING WORKS

Signature

Purchase Order

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11-11-2020 5:08:25 PM



From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details

Venkatramana Stationery & Binding works
1-5-85, General Bazar, Sec-Bad -500 003.

GSTIN 36AEJPP5811M1Z2
27842572

9849360076

Doc No	72072	68580
Doc Date	11-11-2020	
Quote No	Nil	
Quote Date	11-11-2020	
SupplyType	Supply	

Kind Attn : Mr. Prathap

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4030 - Consumables - Fruit packing cover - other - pkts	15.00	80.00	0.00	18.00	1,416.00
Total Order Value . . .					1,416.00

Rupees : One Thousand Four Hundred Sixteen 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	Already delivered
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _____, Admin 9502211011
Penalty For Delay	Nil
Transportation Cost	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 model flats switches purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Modi Reality Mallapur LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Venkatramana Stationery & Binding works**

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		Modi realty Mallapur LLP		Date:		10-11-2020	
Site & Phase :		GMR		Time:		10:30	
Supplier				Req. No.		68580	
Material required before date:		14-11-2020		ID No.		61455	
No	Description	Size	Quantity	Units	Inward No	Date	
1.	Fruit Packing covers	Std	15	packets			
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
Remarks: For model flats switches use purpose at GMR Site .							
Prepared By :		M.Likhitha		Approved by			
Sign.& Date :		10-11-2020		Sign. & Date			

APPROVED
10 NOV 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE