PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	3-12-20	Prepared by:	T Bhasker
PO/WO no.	71421	PO / WO Date.	19/10/20
Supplier Name	Adilabad Timber	PO/WO amount	8862
Firm/Company	MC Modi Edn T	Project	MCMET
Sl. No.	Bill No.	Bill Date	Bill amount
1	055	3/11/20	8862
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			8862

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.		3/11/20	85464	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
Amount B –Other Credits :Transportation charges				2548
Amount C –Other Debits :				–
Amount D (D=A+B-C) – Amount to be credited to the supplier:				11410
Amount E – PO / WO value:				8862
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	11/12/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 03 DEC 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	03-12-20	3/11					

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 IN : 36AADFA0098D1ZU | Subject to Hyderabad, R.R. Dist. Jurisdiction | Ph (O) : 27173465

TAX INVOICE

ADILABAD TIMBER MART

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TIMBER MERCHANTS

Dealers in : Teak Wood, Sal Wood, Moulding Beedings,
Packing Woods, Readymade Doors & Windows With Shetters, Etc.,
H.No. 4-81/B, Nacharam, R.R. Dist, Hyderabad - 500 076.

To: MC Modi Educational Trust
MG Road, Secunderabad.
Site: Turkapally (Near Shamirpet)
Party GSTIN: 36AAATM5488Q2ZD State Code: 36

Invoice No: 055
Date: 03/11/2020
Vehicle No. TS08UF2648
State Code : 36

Qty.	PARTICULARS	HSN Code	CMT	Rate	Amount
	Imp Non-Teak Wood Frames.				
2 no.	7' 3" × 5' (2+2) (5' × 3")	4414			7670-00
	Transportation cost				2000-00
	PO No - 7/421				
	DC No - 020				

TOTAL	9670-00
CGST 9 %	870-00
SGST 9 %	870-00
IGST – %	–
Grand Total	11,410-00

Total Invoice Amount in Words: Eleven Thousand Four Hundred and Ten Rupees.

Terms & Conditions :
1. Subject to Hyderabad Jurisdiction
2. Goods once sold will not be taken back
3. Our responsibility ceases as soon as the goods leave our premises
4. Interest @ 24% p.a. will be charged, if payment not made in 15 days.

For ADILABAD TIMBER MART

Authorised Signatory

7115
4/11/2020
Neha

Purchase Order

 19-Oct-20 3:06:19 PM

71421
10.10.20 12:36:43

From Company : **MC Modi Educational Trust**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAATM5488Q2Z0

Supplier Details			
Adilabad Timber Mart D no-4-81/B,Veera Reddy Colony,Nacharam,Hyderabad-500076	**Doc No**	71421	162029
	Doc Date	19-10-2020	
GSTIN 36AADFA0098D1ZU	**Quote No**	Nil	
9505109395 9505109395	**Quote Date**	19-10-2020	
	SupplyType	Supply	

Kind Attn : Kiran Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2373 - Carpentry - wood - Sal wood - 2+2 - 7 ft X 3ft.6in - Nos *7'3"x5'- 2 nos*	2.00	3,755.00	0.00	18.00	8,861.80
					Total Order Value . . .	**8,861.80**

Rupees : Eight Thousand Eight Hundred Sixty One and Paise Eighty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of Malaysian salwood. Rate per CFT is Rs.1,175/-.Sl.no. 1 section shall be of 5" x 3"
Payment Terms	After delivery and production of bill
Tax	GST included in above price.
Delivery Date	Within 10 days.
Delivery Location	Manilal Modi Memorial Hospital . Phone.
Penality For Delay	Nil
Transportation Cost	Extra.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs.Making charges RS.28/- included in the above price. Above order for Lift well opening purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For *MC Modi Educational Trust*
Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions
For *Adilabad Timber Mart*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MCMET	Date:	09.10.2020
Site & Phase :	Manilal Modi memorial Hospital	Time:	1:30PM
Supplier		Req. No.	162029
Material required before date:	12.10.2020	ID No.	60612

No	Description	Size	Quantity	Units	Inward No	Date
1	Wooden Frames	7'3"x5'	02	Nos		
2						
3						
4						
5						
6						
7						
8						
9						
12						

7/421

09/10/2020

Remarks: For lift well opening pupose at MCMET

Prepared By	M.Pushpalatha	Approved by	T.Madhu
Sign.& Date	09.10.2020	Sign. & Date	09.10.2020

APPROVED BY
09 OCT 2020
SOHAM MODI
MANAGING DIRECTOR

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

14.8
10
68.8

0.76
0.52
1.28