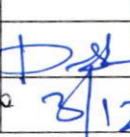
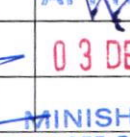


PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	01/12/2020	Prepared by:	T.D. Murthy				
PO/WO no.	72299	PO / WO Date.	19/11/2020				
Supplier Name	Sri Sai Rohith Marketing Co.	PO/WO amount	Rs. 4,425/-				
Firm/Company	Nilgiri Estates	Project	Nilgiri Estates				
Sl. No.	Bill No.	Bill Date	Bill amount				
1.	428	24/11/2020	Rs. 4,425/- ✓				
2.	-	-	-				
3.	-	-	-				
4.							
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 4,425/- ✓				
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	428	24/11/2020	85786	☒ Yes ☐ No			
2.	-	-	-	☐ Yes ☐ No			
3.				☐ Yes ☐ No			
4.				☐ Yes ☐ No			
Amount B –Other Credits :			-				
Amount C –Other Debits :			-				
Amount D (D=A+B-C) – Amount to be credited to the supplier:			Rs. 4,425/- ✓				
Amount E – PO / WO value:			Rs. 4,425/-				
Amount F – Difference (A – E):			-				
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		05/12/2020					
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	24/12/20	31/12/20	03 DEC 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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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/-

Original for Recipient
Duplicate for Supplier/Transporter
Triplecate for Supplier

Authorised Signature

Purchase Order



72299

16.11.20 11:21:51

Page(s) 1 Of 1

19-11-2020 14:21:46

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IIInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details

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

GSTIN 36AMHPC9678H1ZM

9866512288

Doc No	72299	175028
Doc Date	19-11-2020	
Quote No	Nil	
Quote Date	19-11-2020	
SupplyType	Supply	

Kind Attn : Mr. C. Laxman Kumar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2090 - Carpentry - hardware - Door Locks - NA - nos Al. sliding lock	50.00	75.00	0.00	18.00	4,425.00
Total Order Value . . .					4,425.00

Rupees : Four Thousand Four Hundred Twenty Five Only.

Terms and Conditions :-**Specification / Brand** All items shall be of good quality.**Payment Terms** After Delivery & Production of bill**Tax** All taxes included in above price.**Delivery Date** Next day.

Delivery Location Nilgiri Estate
Sy.No.143/133/134/135/136, Rampally Village.
Phone. 9030931172, 8297349480

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 Phase I Villas purpose.**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Nilgiri Estates**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Sri Sai Rohith Marketing Company**

Name : _____

Date : __/__/__

Requisition Form

Company Name:	NILGIRI ESTATES	Date:	28.10.2020
Site & Phase :	NILGIRI ESTATE	Time:	02:40
Supplier		Req. No.	175028
Material required before date:		ID No.	61557

No	Description	Size	Quantity	Units	Inward No	Date
1	A1.windows sliding locks (Crecent latch)		50	nos		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: - For in phase-I many villa locks are broken.

Prepared By	Vijay	Approved by	
Sign.& Date	28.10.2020	Sign. & Date	

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



Company Name:		Date:	
Site & Phase :		Time:	
Supplier		Req. No.	
Material required before date:	Urgent	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:

Prepared By		Approved by	
Sign.& Date		Sign. & Date	

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