

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 21/12/20		Prepared by: NEHA .C	
PO/WO no. 72750		PO / WO Date. 07/12/20	
Supplier Name Sri Adhitya Computers		PO/WO amount 590/-	
Firm/Company Modi Reality (Miyalgaon) LLP		Project AVR Gulmohar Homes	
Sl. No.	Bill No.	Bill Date	Bill amount
1	425	03/12/20	590/-
2			
3			/
4			
Amount A - Bills total(Excluding Transport & Hamali Charges):			590/-
Sl. No.	DC No	DC. Date	MRN No. DC matches MRN
1.			86529 ☐ 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:			590/-
Amount E - PO / WO value:			590/-
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		25/12/20	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts - receiver of bill	Accountant	Accounts Manager
Sign:	[Signature]		
Date	21/12/20		

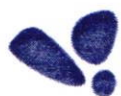
Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos 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/-

- Laser Toners
- Ink Jets
- Ribbons
- Xerox Cartridges

TAX INVOICE

Mob : 9908273448

☎ : 9652512695



Sai Adhitya Computers

One Stop Refilling Solutions...

A Complete Refilling of Laser Toners and Inkjet Cartridges

#106, 1st Floor, Kubera Towers, Narayanaguda, Hyderabad - 20

email : saiadhityacomputers@gmail.com.

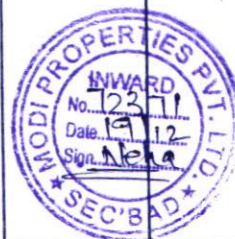
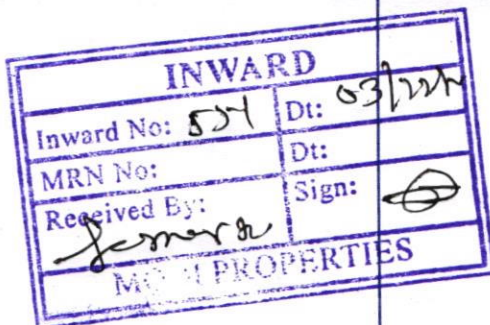
GST : 36BTZPA2173D1ZN

72750

Invoice No. 425	Invoice Date : 3/12/2020	PO.No.	Date :
State : Telangana	State Code [36]	D.C.No. 2523	

Mrs. MODI REALTY LLP	Place of Service:
Address: NIRYALAGUDA	
GST IN : 36ABCFM6774627 State Code : [36]	

S.No.	DESCRIPTION	HSN Code	QTY	RATE	AMOUNT	
					Rs.	Ps.
1)	Hp 12A Refilling	8443	01	200	200 !	~
2)	Hp 12A New Drum		01	300	300 !	~



58

TOTAL AMOUNT BEFORE TAX :		500 !	~
ADD : CGST : 9%		45 !	~
ADD SGST : 9%		45 !	~
ADD IGST : 18%		1	~
TOTAL AMOUNT AFTER TAX:		590	~

Bank Details:

Bank Name : Mahesh Bank
Bank Account Number : 012001200008889
Bank Branch IFSC Code : APMC0000012

Rupees in Words:

Five Hundred



Rupees One/-

Terms and Conditions :

1. Goods once sold will not be taken back
2. Interest @24% p.a. be charged if the payment is not made within the stipulated time.
3. Subject to "Telangana" Jurisdiction only.

Certified that the particulars given above are true and correct
For **Sai Adhitya Computers**

A Nema
Authorised Signatory

Purchase Order

Page(s) 1 Of 1

07-12-2020 10:35:10



72750

25.11.20 1:31:18

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			
Sai Adhitya Computers 106,1st Floor Kubera Towes,Narayanaguda, Hyd-20 GSTIN 36BTZPA2173DIZN 9908273448 9652512695	Doc No	72750	16721
	Doc Date	07-12-2020	
	Quote No	Nil	
	Quote Date	07-12-2020	
	SupplyType	Supply	

Kind Attn : Adhitya

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 3523 - Computers and Peripherals - Toner refill - NA - nos	1.00	200.00	0.00	18.00	236.00
2 3522 - Computers and Peripherals - Toner drum - NA - nos	1.00	300.00	0.00	18.00	354.00
Total Order Value . . .					590.00

Rupees : Five Hundred Ninty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penalty 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 site use purpose. For swati
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For **Modi Realty (Miryalguda) LLP**

Authorised Signatory

Name : _____

Contact : _____

Accepted the above Terms And Conditions

For **Sai Adhitya Computers**

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		Modi Realty Miryalguda		Date:		03-12-20	
Site & Phase :		Head office		Time:		16721	
Supplier				Req. No.		62060	
Material required before date:						ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1	12A refilling		1	No		
2	12A Drum		1	No		
3						
4						
5						
6						
7						
8						
9						


12450

Remarks: This is for swathi printer

Prepared By	K.Suneel	Approved by	
Sign. & Date	03-12-20	Sign. & Date	

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

Requisition Form

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