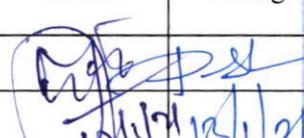


PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	12/01/2021	Prepared by:	T.D. Murthy				
PO/WO no.	72903	PO / WO Date.	11/12/2020				
Supplier Name	M. Sudarshan	PO/WO amount	Rs. 16,237/-				
Firm/Company	Nilgiri Estates	Project	Nilgiri Estates				
Sl. No.	Bill No.	Bill Date	Bill amount				
1.	138	24/12/2020	Rs. 16,237/- ✓				
2.	-	-	-				
3.	-	-	-				
4.			-				
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 16,237/- ✓				
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	138	24/12/2020	87465	☒ Yes ☐ No			
2.	-	-	-	☐ Yes ☐ N			
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. 16,237/- ✓				
Amount E – PO / WO value:			Rs. 16,237/-				
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		16/01/2021					
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	12/1/21		13 JAN 2021				

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/-



TAX INVOCIE

Cell : 9849102251

M. SUDARSHAN

FABRICATION OF ALUMINIUM PARTITIONS, DOORS, WINDOWS & INTERIOR WORKS

D.No. 1348, Pioneer Bazar, Bollaram, Secunderabad - 500 010. T.S.

Email : sudarshan.maheshwaram@yahoo.com

GSTIN No. 36BBIPM8347N1ZW

Name :

Nilgiri Estates

Bill No.

138

Date : 24-12-20

D.C No.

Date :

GST No 36 AAHF No 766 F1ZA

Order No. 72903

Date :

SI No	PARTICULARS	HSN CODE	FOR SIZE	QTY	FOR SFT	Amount Rs.	Ps.
1	Aluminum Powder Coating Open Window with 5mm Reflective Glass 4'-0" x 4'-0" x 2 Nos Club House Perus			SFT 32-0	430=00	13760	00



INWARD	
In ward No: 22364	Dr: 11/01/21
MRN No: 87465	Dr: 12/12/20
Received By: [Signature]	Sign: [Signature]
Nilgiri Estates	

Rupees In Words : Sixteen thousand

Two hundred Thirty Six

M —

SUB TOTAL			13760	00
SGST	%	9	1238	40
CGST	%	9	1238	40
IGST	%			
GRAND TOTAL			16236	80

TERMS & CONDITIONS :

1. Goods once sold will not be taken back and No claim for shortage or damage will be entertained.
2. Cheque disonour Rs. 500/- Extra
2. Our responsibility ceases no seener goods are handed over to the carring agency.
4. Subject to secunderabad Jurisdiction Only.

For **M. SUDARSHAN**

Sudarshan

Signature

Purchase Order



72903

05.12.20 12:14:14

Page(s) 1 Of 1

11-12-2020 16:34:20

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

Supplier Details

Mr. M. Sudarshan
H.No. 1348, Pioneer Bazar, Bolarum, Secunderabad.

GSTIN 36BBIPM8347N1ZW

9849102251

Doc No	72903	175079
Doc Date	11-12-2020	
Quote No	Nil	
Quote Date	11-12-2020	
SupplyType	Supply And Installation	

Kind Attn : Mr. M. Sudarshan

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2245 - Carpentry -glass - Plain glass - other - sft Reflective Glass Openable door with hardware - 4' x 4' x 5mm thick - 02 nos	32.00	430.00	0.00	18.00	16,236.80
Total Order Value . . .					16,236.80

Rupees : Sixteen Thousand Two Hundred Thirty Six and Paise Eighty Only.

Terms and Conditions :-

Specification / Brand Above rates are approved by M.D. on dtd. 22/07/2019. Glass shall be of 'Modi Guard' or 'Saint Gobain' brand & Patch fittings of 'Ozone' brand.

Payment Terms After Delivery & Production of bill

Tax All taxes are included in above prices

Delivery Date Within 2days

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

Penalty For Delay Nil

Transportation Cost Included.

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for Club House purpose.

Completion Date Work shall be completed within 2 days from the date of the work order.

Measurment Nil

Security Nil

Remarks Nil

For **Nilgiri Estates**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Mr. M. Sudarshan**

Name : _____

Date : __/__/__

Requisition Form

Company Name:	NILGIRI ESTATES	Date:	09.12.2020
Site & Phase :	NILGIRI ESTATE	Time:	09:40
Supplier	Sudarshan. M.	Req. No.	175079
Material required before date:		ID No.	62180

No	Description	Size	Quantity	Units	Inward No	Date
1	Openable window with 5mm reflective glass (oshan blue)	4'x4'	02	Nos		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: - earleary glasses are brocken in clubhouse .

Prepared By	Vijay	Approved by	
Sign. & Date	09.12.2020	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.