PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	19/1/21	Prepared by:	NEHA .C
PO/WO no.	73202	PO / WO Date.	22/12/20
Supplier Name	Sri Balaji Enterp.	PO/WO amount	5491
Firm/Company	MPPL	Project	HO
Sl. No.	Bill No.	Bill Date	Bill amount
1	146	15/1/21	5491
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			5491

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.				□ 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:	5491
Amount E – PO / WO value:	5491
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	22/1/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	19/1/21						

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/-

"SHREE GANESHAY NAMAH"

Tax Invoice

SRI BALAJI ENTERPRISES
#14-1-418, Near Rocket Ground,
New Aghapura, Hyderabad - 01
E-mail : seetaram.joshi@yahoo.com
Mob: 9030605690, 9885288441
GSTN : 36AEIPJ0494H1ZF

Invoice No. **146**	Dated **15-01-2021**
PO / DOC No. **73202**	D.C. No. **146**
Vehicle No. **TS11UC-0860**	Destination **HEAD OFFICE**

Billing Address :
MODI PROPERTIES PVT LTD
5-4-187/3&4, IInd Floor
MG Road, Secunderabad - 03
GSTN : 36AABCM4761E1ZM

Shipping Address :
MODI PROPERTIES PVT LTD
5-4-187/3&4, IInd Floor
MG Road, Secunderabad - 03
GSTN : 36AABCM4761E1ZM

S. NO.	HSN	Description	Thickness	Size	Qty	Rate	Amount
1	8302	DOOR CLOSER DORSET			5	930.60	4653.00
						Cartage	
					5		4653.00

INWARD
Inward No: 710 Dt: 15/01/21
MRN No: Dt:
Received By: Samarjit Singh Sign:
MODI PROPERTIES

re Tax : Rs 4653.00 Tax Rs.: 837.54 Post Tax Rs.: 5490.54 R/o Rs.: 0.46 **Final Rs.: 5491.00**

HSN / SAC	Taxable Value	CGST		SGST		IGST		Total Tax Amt
		Rate	Amount	Rate	Amount	Rate	Amount	
8302	4653	9%	418.77	9%	418.77			837.54
								0
								0
Total	**4653**	**0.09**	**418.77**	**0.09**	**418.77**	**0**	**0**	**837.54**

TERMS & CONDITIONS :
1. Above mentioned goods remain our property until full payment is received.
2. Goods once sold can not be taken back or exchanged.
3. Our responsibility ceases once the goods leave our premises.
4. If the is not paid on presentation interest at 24% per annum
5. Subject to Hyderabad Jurisdiction.

MODI PROPERTIES PVT. LTD. SECUNDERABAD
INWARD
No. 73453
Date 18/1
Sign

For SRI BALAJI ENTERPRISES
SRI BALAJI ENTERPRISES SBE HYD.
Authorised Signatory

Our Bank: Kotak mahendra Bank A/c No. 4312001151, IFSC : KKBK0000553
Our BanK: Central Bank Of India A/c No.3252126355, IFSC : CBIN0280809

"SHREE GANESHAY NAMAH"

DELIVERY CHALLAN

SRI BALAJI ENTERPRISES #14-1-418, Near Rocket Ground, New Aghapura, Hyderabad - 01 E-mail : seetaram.joshi@yahoo.com Mob: 9030605690, 9885288441 **GSTN : 36AEIPJ0494H1ZF**	D. C. No. **146** PO / DOC No. **73202** Vehicle No. **TS11UC-0860**	Dated 15-01-2021 Cont. No. HEAD OFFICE

Billing Address : MODI PROPERTIES PVT LTD 5-4-187/3&4, IInd Floor MG Road, Secunderabad - 03 GSTN : 36AABCM4761E1ZM	**Shipping Address :** MODI PROPERTIES PVT LTD 5-4-187/3&4, IInd Floor MG Road, Secunderabad - 03 GSTN : 36AABCM4761E1ZM

S. N0.	HSN	Description	Thickness	Size	Qty	Remark
1	8302	DOOR CLOSER DORSET			5 NO	
					5	

MODI PROPERTIES PVT. LTD. INWARD No: 44768 Date: 18/1 Sign: SEC'BAD

TERMS & CONDITIONS :

1. Above mentioned goods remain our property until full payment is received.
2. Goods once sold can not be taken back or exchanged.
3. Our responsibility ceases once the goods leave our premises.
4. If the is not paid on presentation interest at 24% per annum
5. Subject to Hyderabad Jurisdiction.

For SRI BALAJI ENTERPRISES

SRI BALAJI ENTERPRISES SBE HYD.

Authorised Signatory

Our Bank: Kotak mahendra Bank A/c No. 4312001151, IFSC : KKBK0000553

Our BanK: Central Bank Of India A/c No.3252126355, IFSC : CBIN0280809

Purchase Order

73202
23.12.20 11:29:46

From Company :	**Modi Properties Pvt.Ltd.** 5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003 G S T No. : 36AABCM4761E1ZM

Supplier Details			
Sri Balaji Enterprises H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc No**	73202	16770
	Doc Date	22-12-2020	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	22-12-2020	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2088 - Carpentry - hardware - Door Closer - NA - nos	5.00	1,410.00	34.00	18.00	5,490.54
					Total Order Value . . .	**5,490.54**

Rupees : Five Thousand Four Hundred Ninty and Paise Fifty Four Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all GST taxes
Delivery Date	with in 7 days.
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penality 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 2ND floor sir cabin, anand mehta cabin, and maintain meeting purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Modi Properties Pvt.Ltd.***

...orised Signatory

24/12/2020

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	19-12-2020
Site & Phase :	Head Office	Time:	14:30PM
Supplier		Req. No.	16770
Material required before date: Urgent		ID No.	62507

No	Discription	Size	Quantity	Unibts	Inward No	Date
1	Al DOOR CLOSER (Brand – Godrej or hardwin)	STD	05	NOS		
2	73202					
3						
4			APPROVED			
5						
6			22 DEC 2020			
7						
8			MINISH PARIKH MANAGER PROCUREMENT			
9						
10						

Remarks :Towards 2nd Floor NW-wing kanakarao sir cabin anandh sir cabin and meeting Al doors work purpose

Prepared By	Meenakshi.N	Approved by	
Date	22-12-2020	Sign. & Date	

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