PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	03/02/2021	Prepared by:	T.D. Murthy
PO/WO no.	74064	PO / WO Date.	22/01/2021
Supplier Name	Gautham Enterprises	PO/WO amount	Rs. 2,100/-
Firm/Company	Mehta & Modi Realty Kowkur LLP	Project	GHT
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1290	27/01/2021	Rs. 2,100/-
2.	-	-	-
3.	-	-	-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 2,100/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	1290	27/01/2021	88031	☑ 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. 2,100/-
Amount E – PO / WO value:	Rs. 2,100/-
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	**06/02/2021**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	3/2/21	3/2	03 FEB 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

TAX INVOICE *(ORIGINAL FOR RECIPIENT)*

Gautham Enterprises 1-10-98/19, Vallabh Nagar,Begumpet, Secunderabad Pin-500016 Ph.27763763,40211963 GSTIN/UIN: 36ADIPA9683N1ZW State Name : Telangana, Code : 36 E-Mail : gautham_entps2424@yahoo.com	Invoice No. **1290**	Dated **27-Jan-21**
	Delivery Note	Mode/Terms of Payment
	Reference No. & Date.	Other References **Vechile No: TS10 UB3122**
Consignee (Ship to) **Mehta & Modi Realty Kowkur LLP** 5-4-187/3&4, IInd Floor MG Road, Soham Mansion Secunerabad-500003 GSTIN/UIN : 36ABLFM7631F1Z3 State Name : Telangana, Code : 36	Buyer's Order No. **Po no: 74064 dt:22-1-21**	Dated **27-Jan-21**
	Dispatch Doc No.	Delivery Note Date
	Dispatched through **Mr.Shekar**	Destination
Buyer (Bill to) **Mehta & Modi Realty Kowkur LLP** 5-4-187/3&4, IInd Floor MG Road, Soham Mansion Secunerabad-500003 GSTIN/UIN : 36ABLFM7631F1Z3 State Name : Telangana, Code : 36	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate (Incl. of Tax)	Rate	per	Disc. %	Amount
1	**Nescafe Signature Premix**	21011200	18 %	**5 kg**	420.00	355.93	kg		**1,779.65**
	CGST Output - 9%					9	%		**160.17**
	SGST Output - 9%					9	%		**160.17**
	Rounded Off								**0.01**
	Total			**5 kg**					**₹ 2,100.00**

INWARD
Inward No: 10740 Dt: 27/01/21
MRN No: 88031 Dt: 29/01/21
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP
Time 15:47

Amount Chargeable (in words) *E. & O.E*

INR Two Thousand One Hundred Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
21011200	1,779.65	9%	160.17	9%	160.17	320.34
Total	**1,779.65**		**160.17**		**160.17**	**320.34**

Tax Amount (in words) : **INR Three Hundred Twenty and Thirty Four paise Only**

Company's Bank Details
Bank Name : **Andhra Bank-022231043001908**
A/c No. :
Branch & IFS Code :

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for Gautham Enterprises

GAUTHAM ENTERPRISES Begumpet, Secunderabad-16.

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

MODI PROPERTIES PVT. LTD.
INWARD
No: 73918
Date: 1/2

Purchase Order

 22-01-2021 2:22:25 PM Or

74064
16.01.21 10:57:50

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Gautham Enterprises	**Doc No**	74064	140387
Shop No. 1-10-98/19, Begumpet, behind Panthalooms,Sec-Bad	**Doc Date**	22-01-2021	
	Quote No	Nil	
GSTIN 36ADIPA9683N12W NA	**Quote Date**	22-01-2021	
2776-3763 / 6633-8763 9848035963	**SupplyType**	Supply	

Kind Attn : Mr.Venkatesh Goud / Mrs. Saritha

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4011 - Consumables - Coffee Powder - NA - kgs	5.00	420.00	0.00	0.00	2,100.00
					Total Order Value . . .	**2,100.00**

Rupees : Two Thousand One Hundred Only.

Terms and Conditions :-

Specification /	All items shall be of 1st quality brand.
Payment Terms	nill
Tax	All taxes included in above price.
Delivery Date	With in 4 days
Delivery Location	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
Penality For Delay	Nil
Transportation	Included
Warranty	Nil
Advance Paid	nill
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for site use
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Mehta & Modi Realty Kowkur LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Gautham Enterprises***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	MEHTA AND MODI REALTY KOWKUR LLP	Date:	20-01-2021
Site & Phase:	GHT	Time:	15:30
Supplier:		Req. No.	140387
Material required before :	**24-12-2020**	ID No.	63238

No	Description	Size	Quantity	Units	Inward No	Date
1	Coffee powder	1 kg	05	no		
	74064					

Remarks: For office purpose.			
Prepared By	N.Shravya	Approved by	A.Suresh
Sign.& Date	20-01-2021	Sign. & Date	20-01-2021

APPROVED
20 JAN 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE