PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	27/2/21	Prepared by:	Prabhakar P
PO/WO no.	73958	PO / WO Date.	19/1/21
Supplier Name	Sree Sai Enterprises	PO/WO amount	29500
Firm/Company	MCMET	Project	MMM Hospital
Sl. No.	Bill No.	Bill Date	Bill amount
1.	748	28/1/21	29500
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			29500

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.				☑ 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:	29500
Amount E – PO / WO value:	29500
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	1/3
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date		27/2	27 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 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/-

CREDIT / TAX INVOICE

SREE SUNIL ENTERPRISES

DEALERS :
BOLTS, NUTS, SCREWS, WASHERS
MANUFACTURERS :
ANCHOR FASTNERS, HITECH RODS,
UNIVERSAL CLAMPS & A.C. CHANNELS
ANCHOR BOLTS FOR ANY LOAD ANY TYPE OUR SPECIALITY

5-5-201/E, B.S. Complex, Ranigunj, Secunderabad - 500 003.
Ph : 040-42610717, Cell : 9397044443, 9550555703

No. 748
Date 20/01/21

M/s. MC Modi Educational Trust
Sec-bad

Date ______ PO 73958/162070 Date ______

Party's GST No. 36AAA745488 9220 Phone ______

TIMES DROP IN ANCHOR | Pentagon | HONNA FASTENING SYSTEM | SNE | NAKODA FASTENING SYSTEM | PATTA

HSN Code	PARTICULARS	Quantity	Unit Price	Amount Rs.	Ps.
7318	6mm Hook type →	50 pc	5/-	250	-

INWARD
Inward No: 10151 Dt: 23/1/21
MRN No: 89904 Dt: 28/1/21
Received By: Security Sign:
MC MODI EDUCATIONAL TRUST

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No: 73935 Date: 2/2/21 Sign:

BANK DETAILS :
AXIS BANK LTD.
SECUNDERABAD, HYDERABAD
A/c. No. 911020047596936, IFSC Code : UTIB0000068

TOTAL	250	-
P & F		
SGST @ 9%	22	50
CGST @ 9%	22	50
IGST @ 18%		
GRAND TOTAL	295	-

GST No. : 36AAKPY9012E1ZG **State Code : 36**

For **SREE SUNIL ENTERPRISES**

1. Payment within ______ days, otherwise Interest @ 30% p.a. will be charged extra.
2. Our responsibility ceases on delivery of goods to carriers.
3. Subject to Secunderabad Jurisdiction Only.

Authorised Signatory

 19-01-2021 12:24:31 PM

Purchase Order

Original / 73958

16.01.21 10:36:45

From Company : **MC Modi Educational Trust**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAATM5488Q2Z0

Supplier Details

Sree Sunil Enterprises
5-5-201/E, B.S.Complex,Ranigunj,Secunderabad-500003

9550555703

Doc No	73958	162070
Doc Date	19-01-2021	
Quote No	NIL	
Quote Date	19-01-2021	
SupplyType	Supply	

Kind Attn : Mr Sunil

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST%	Amount
1 2043 - Carpentry - hardware - Anchor Bolt (Hook type) - 6mm - nos	50.00	5.00	0.00	18.00	295.00
			Total Order Value . . .		**295.00**

Rupees : Two Hundred Ninty Five Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Day.
Delivery Location	Manilal Modi Memorial Hospital . Phone. .
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	NIL
Other Terms	Payment will be made only after inspection of material.Above Order for safety net tying purpose.
Completion Date	NA
Measurment	Nil
Security	Nil
Remarks	

For *MC Modi Educational Trust*

Authorised Signatory

19/01/2021

Name : ____________

Name : ____________

Accepted the above Terms And Conditions

For ***Sree Sunil Enterprises***

Date : __/__/____

Requisition Form

Company Name:	MCMET	Date:	16.01.2021
Site & Phase :	Manilal Modi Memorial Hospital	Time:	10:30AM
Supplier		Req. No.	162070
Material required before date:	18.01.2021	ID No.	63124

No	Description	Size	Quantity	Units	Inward No	Date
1	**Anchor bolts hook type**	6MM	50	No's	S/r	
2						
3						
4						
5						
6	PO 73958					
7			APPROVED			
8			19 JAN 2021			
9						
10			MINISH PARIKH MANAGER PROCUREMENT			

Remarks: towards safety net tying purpose at MCMET.

Prepared By	Sridevi	Approved by	Madhu
Sign.& Date	16.01.2021	Sign. & Date	16.01.2021

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