PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	27.2.21	Prepared by:	T Bhasker
PO/WO no.	74874	PO / WO Date.	17/2/21
Supplier Name	Teja Steel traders	PO/WO amount	28733
Firm/Company	N E	Project	N H
Sl. No.	Bill No.	Bill Date	Bill amount
1	426	26/2/21	28733
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			28733

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			89481	☑ 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:	28733
Amount E – PO / WO value:	28733
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 acc~~eptable 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. 28733 ☐ No
Payment – due date	Adv cheq Issd
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	27.2.21	3/3/21					

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/-

Tax Invoice

(ORIGINAL FOR RECIPIENT)

Teja Steel Traders Plot No. 67, S.V.Nagar, Nagaram, Hyderabad,Telangana. Ph.040-65243266 GSTIN/UIN: 36AMXPG4711D1Z2 State Name : Telangana, Code : 36 E-Mail : tejasteel@gmail.com	Invoice No. **426**	Dated **26-Feb-2021**
	Delivery Note **74874**	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
Buyer **Nilgiri Estates** 5-4-187/3 & 4, IInd Floor, M G Road, Secunderabad. GSTIN/UIN : 36AAHFN0766F1ZA State Name : Telangana, Code : 36	Buyer's Order No.	Dated
	Despatch Document No. **TS 07 UF 2280**	Delivery Note Date **17-Feb-2021**
	Despatched through	Destination
	Terms of Delivery **Delivery at Rampally**	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**TMT MS BARS / MS ROUNDS**	7214	0.250 Tonns	49,200.00	Tonns	**12,300.00**
2	**TMT MS BARS / MS ROUNDS**	7214	0.250 Tonns	48,200.00	Tonns	**12,050.00**
						24,350.00
	SGST					**2,191.50**
	CGST					**2,191.50**
	Total		0.500 Tonns			**₹ 28,733.00**

INWARD
Inward No: 22501 Dt: 26/02/21
MRN No: 89481 Dt: 01/03/21
Received By: Sign
Nilgiri Estates

Amount Chargeable (in words)

E. & O.E

Indian Rupees Twenty Eight Thousand Seven Hundred Thirty Three Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
7214	24,350.00	9%	2,191.50	9%	2,191.50	4,383.00
Total	**24,350.00**		**2,191.50**		**2,191.50**	**4,383.00**

Tax Amount (in words) : **Indian Rupees Four Thousand Three Hundred Eighty Three Only**

Company's Bank Details
Bank Name : **Karur Vysya Bank**
A/c No. : **1465250000000035**
Branch & IFS Code: **A S Rao Nagar & KVBL0001465**

Company's PAN : **AMXPG4711D**

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

for Teja Steel Traders

TEJA STEEL TRADERS

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

NILGIRI PROPERTIES SEC'BAD

74998
2/3/21

Tax Invoice *(DUPLICATE FOR TRANSPORTER)*

Teja Steel Traders Plot No. 67, S.V.Nagar, Nagaram, Hyderabad,Telangana. Ph.040-65243266 GSTIN/UIN: 36AMXPG4711D1Z2 State Name : Telangana, Code : 36 E-Mail : tejasteel@gmail.com	Invoice No. **426**	Dated **26-Feb-2021**
	Delivery Note **74874**	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
Buyer **Nilgiri Estates** 5-4-187/3 & 4, IInd Floor, M G Road, Secunderabad. GSTIN/UIN : 36AAHFN0766F1ZA State Name : Telangana, Code : 36	Buyer's Order No.	Dated
	Despatch Document No. **TS 07 UF 2280**	Delivery Note Date **17-Feb-2021**
	Despatched through	Destination
	Terms of Delivery **Delivery at Rampally**	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**TMT MS BARS / MS ROUNDS**	7214	**0.250 Tonns**	49,200.00	Tonns	**12,300.00**
2	**TMT MS BARS / MS ROUNDS**	7214	**0.250 Tonns**	48,200.00	Tonns	**12,050.00**
						24,350.00
	SGST					**2,191.50**
	CGST					**2,191.50**
	Total		**0.500 Tonns**			**₹ 28,733.00**

INWARD
Inward No: 22501 Dt: 26/02/21
MRN No: 89981 Dt: 01/03/21
Received By: Ashok Sign
Nilgiri Estates

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

Indian Rupees Twenty Eight Thousand Seven Hundred Thirty Three Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
7214	24,350.00	9%	2,191.50	9%	2,191.50	4,383.00
Total	**24,350.00**		**2,191.50**		**2,191.50**	**4,383.00**

Tax Amount (in words) : **Indian Rupees Four Thousand Three Hundred Eighty Three Only**

Company's Bank Details
Bank Name : **Karur Vysya Bank**
A/c No. : **1465250000000035**
Branch & IFS Code: **A S Rao Nagar & KVBL0001465**

Company's PAN : **AMXPG4711D**

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

for Teja Steel Traders

TEJA STEEL TRADERS HYDERABAD

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

 17-02-2021 10:34:42 AM

Origin: 74874
16.02.21 11:18:37

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

Supplier Details

Teja Steel Traders
Plot No. 67, SV Nagar Nagaram Hyd - 068

65243250,65243266
9866314488

Doc No	74874	175199
Doc Date	17-02-2021	
Quote No	NIL	
Quote Date	17-02-2021	
SupplyType	Supply	

Kind Attn : Mr. G. Surendar Reddy

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST%	Amount
1 8114 - Steel - rebar - TMT - 10mm - kgs	250.00	49.20	0.00	18.00	14,514.00
2 8115 - Steel - rebar - TMT - 12mm - kgs	250.00	48.20	0.00	18.00	14,219.00
				Total Order Value . . .	**28,733.00**

Rupees : Twenty Eight Thousand Seven Hundred Thirty Three Only.

Terms and Conditions :-

Specification / Brand	Item shall be of SS Gold grade
Payment Terms	Advance cheque at the time of delivery
Tax	Included in the above price
Delivery Date	Same day
Delivery Location	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. 9030931172
Penality For Delay	NIL
Transportation Cost	Included in the above price.
Warranty	NIL
Advance Paid	RS 28733/-
Other Terms	We reserve the right to reject the items not confirming to the quality and specifications. This Order for making plinth beam&coloum at compound wall Purpose
Completion Date	NIL
Measurment	NIL
Security	NIL
Remarks	Delivery at Rampally Contact Person Mr Vijay-9849497484.

For ***Nilgiri Estates***
Authorised Signatory

Name : 17/02/2021

Accepted the above Terms And Conditions
For ***Teja Steel Traders***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	NILGIRI ESTATES	Date:	15-02-2021
Site & Phase :	NILGIRI ESTATE	Time:	11:05
Supplier		Req. No.	175199
Material required before date:		ID No.	63969

No	Description	Size	Quantity	Units	Inward No	Date
1	steel	10mm	250	Kgs	48/20	18/
2	steel	12mm	250	kgs	48/20	18/
3						
4						
5						
6						
7						
8						
9						
10						

PO/74874

15/02/2021

Remarks: -For making plinth beam and column at compound wall purpose.

Prepared By	Kvaitha	Approved by	
Sign.& Date	15-02-2021	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.