PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	8.3.21	Prepared by:	T Bhasker
PO/WO no.	74870	PO / WO Date.	16/2/21
Supplier Name	Sri Laxmi Ganesh Steels	PO/WO amount	1830
Firm/Company	MC Modi Edu	Project	MMMH
Sl. No.	Bill No.	Bill Date	Bill amount
1	900	24/2/21	1830
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1830

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			89350	☑ 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:	1830
Amount E – PO / WO value:	1830
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	19/3/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	8.3.21						

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/-

GSTIN - 36ARPPK9655D2ZA
VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh, Design Articals

6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.

Email : srilaxmiganeshsteels@gmail.com Po No 74870

M/s. MC Modi Educational Trust
M.G. Road

Party's GSTIN 36AAATM5488Q2ZO

Invoice No.: 900
Date : 24/2/21
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	Machine Blade 4"	30 Nos	25/-	750	00
	Welding Rod	3 Pak	267/-	801	00
			Total	1551	00
			SGST @ 9 %	139	59
			CGST @ 9 %	139	59
			IGST @ 18 %		
			Roundup		18
			Grand Total	1830	00

MODI PROPERTIES PVT. SEC'BAD INWARD No: 75090 Date: 9/3/21 Sign:

Bank Details :
Sri Laxmi Ganesh Steels & Hardware
C/A : 36998265647
Bank: SBI, Kavadiguda, Sec-bad.
IFSC Code No. : SBIN0020312

INWARD
Inward No: 10168 Dt: 26/2/21
MRN No: 89350 Dt: 27/2/21
Received By: Sign:
MC MODI EDUCATIONAL TRUST

Rupees In words : ____________________

For Sri Laxmi Ganesh Steels & Hardware

Signature

E & O.E
Terms & Conditions
Subject to hyderabad jurisdiction only
Goods once sold will not be taken back or Exchange

Purchase Order

 22-02-2021 11:13:37 AM

74870
16.02.21 11:18:37

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			
Sri Laxmi Ganesh Steels & Hardware	**Doc No**	74870	162078
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad	**Doc Date**	16-02-2021	
	Quote No	Nil	
GSTIN 36ARPPK9655D2ZA	**Quote Date**	20-01-2019	
9246205245/9542575725	**SupplyType**	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9550 - Tools - Machine Blade - other - nos *Cutting blade Norton 4"*	30.00	25.00	0.00	18.00	885.00
2	9574 - Tools - Welding Rod - NA - nos	3.00	267.00	0.00	18.00	945.18
					Total Order Value . . .	**1,830.18**

Rupees : One Thousand Eight Hundred Thirty and Paise Eighteen Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms After Delivery & Production of bill

Tax Inclusive of all taxes

Delivery Date Next Day.

Delivery Location Manilal Modi Memorial Hospital

Phone.

Penality For Delay Nil

Transportation 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 Hoarding boards works purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For ***MC Modi Educational Trust***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Sri Laxmi Ganesh Steels & Hardware***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MCMET	Date:	16.02.2021
Site & Phase :	Manilal Modi Memorial Hospital	Time:	11:30AM
Supplier		Req. No.	162078
Material required before date:	18.02.2021	ID No.	64005

No	Description	Size	Quantity	Units	Inward No	Date
1	Rod Cutting Blades		30	No's		
2	Welding sticks		03	No's		
3	74870					
4						
5						
6						
7						
9						
10						

Remarks: For Hoarding Board Purpose.

APPROVED
16 FEB 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Prepared By	Pushpalatha	Approved by	T. Madhu
Sign.& Date	16.02.2021	Sign. & Date	16.02.2021

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