PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 13/3/21 | Prepared by: | NEHA |
| PO/WO no. | 74988 | PO / WO Date. | 20/02/21 |
| Supplier Name | Sree Sunil Enterprises | PO/WO amount | 1180/— |
| Firm/Company | MCMET | Project | Manilal Modi memorial Hospital |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1 | 900 | 27/2/21 | 1180/— |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 1180/— |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | | | 89791 | □ 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: | 1180/— |
| Amount E – PO / WO value: | 1180/— |
| 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 | 20/3/21 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts = receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | Neha | [signature] | | | | | |
| Date | 13/3/21 | 13/3 | | | | | |

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/-

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. 900
Date 27/2/21

M/s. MC Modi Educational Trust
Sec-bad

Date ______ PO 74985 - 162079 . Date ______

Party's GST No. 36AAATM5488Q2Z0 Phone 8919278620

| HSN Code | PARTICULARS | Quantity | Unit Price | Amount Rs. | Ps. |
|---|---|---|---|---|---|
| 7318 | 12X75 Al Bolt → | 80 pcs | 12/50 | 1000 | 0 |

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 75228 Date 9/2 Sign.

INWARD
Inward No: 10175 Dt: 03/03/21
MRN No: 89791 Dt: 06/3/21
Received By: Sign:
MC MODI EDUCATIONAL TRUST

8919278620

| | |
|---|---|
| TOTAL | 1000 0 |
| P & F | |
| SGST @ 9% | 90 0 |
| CGST @ 9% | 90 0 |
| IGST @ 18% | |
| GRAND TOTAL | 1180 0 |

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

**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

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

# Purchase Order

 20-02-2021 15:42:22

74985 Copy
16.02.21 11:20:53

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 | **Doc No** | 74985 | 162079 |
| 5-5-201/E, B.S.Complex,Ranigunj,Secunderabad-500003 | **Doc Date** | 20-02-2021 | |
| | **Quote No** | Nil | |
| **GSTIN** 36AAKPY9012E1ZG | **Quote Date** | 20-02-2021 | |
| 9550555703 | **SupplyType** | Supply | |

**Kind Attn : Mr Sunil**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 2037 - Carpentry - hardware - Anchor Bolt (Bolt type) - 12mm - nos<br>*3" lengths* | 80.00 | 12.50 | 0.00 | 18.00 | 1,180.00 |
| | | | | | **Total Order Value . . .** | **1,180.00** |

Rupees : One Thousand One Hundred Eighty 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 MCMET Hoarding Board purpose.

**Completion Date** NA

**Measurment** NA

**Security** Nil

**Remarks**

For ***MC Modi Educational Trust***
Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions
For ***Sree Sunil Enterprises***

Name : ____________________

Date : __/__/____

## Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | MCMET | Date: | 16.02.2021 |
| Site & Phase : | Mani lal Modi Memmorial Hospital | Time: | 12:30PM |
| Supplier | | Req. No. | 162079 |
| Material required before date: | 18-02-2021 | ID No. | 64006 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | MS sq pipe 3mm Thickness (20' Lenght) | 3" | 09 | No's | 65.115 +18%. | - 40 Kgs |
| 2 | MS sq pipe 3mm Thickness(20' Length) | 2" | 15 | No's | 65.115 +18%. | - 25 Kg |
| 3 | Anchor Bolts (Bolt Type) | 12mm x 3" | 80 | No's | | |
| 4 | MS Gazet plate 8mmthickness | 8"x8" | 20 | No's | 65 +18%. | Pwey |
| 5 | | | | | 3.4 | Pc. |
| 6 | | | | | Kg | |
| 7 | 74976 | 74886 | | | | |
| 8 | | 74985 | | | | |
| 9 | | | | | | |
| 10 | | | | | | |
| 11 | | | | | | |

Remarks: For MCMETHoarding Board Purpose .

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

APPROVED FOR CONSTRUCTION
16 FEB 2021
SOHAM MODI
MANAGING DIRECTOR

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

Phone.

Penality For Delay Nil