PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	15/3/21	Prepared by:	PRABHAKAR
PO/WO no.	75005	PO / WO Date.	25/2/21
Supplier Name	Naveen Metal Udyog	PO/WO amount	17,369.60
Firm/Company	KNM	Project	Bhoomdale
Sl. No.	Bill No.	Bill Date	Bill amount
1	314	27/2/21	17,370-00
2			
3			/
Amount A – Bills total(Excluding Transport & Hamali Charges):			17,370-00

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	/	/	89484	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B – Other Credits : Transportation charges/Charges	—
Amount C – Other Debits :	
Amount D (D=A+B-C) – Amount to be credited to the supplier:	—
Amount E – PO / WO value:	17,370-00
Amount F – Difference (A – E): GST-18%	17,369.60
	—

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	22/3/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]	15 MAR 2021				
Date		15/3					

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/-

GST No. : 36AGOPD8982C1Z4

TAX INVOICE
~~CASH~~ / CREDIT

Phone : 27712497
40042626

NAVEEN METAL UDYOG

4-5-155, PAN BAZAR, SECUNDERABAD - 500 003.
E-mail : nmuhyd@yahoo.co.in

M/s. KADAKIA AND MODI HOUSINH
M. G. ROAD,
SECUNDERABAD

Phone ______ Fax ______

GST No. 36AAHFK8714A1ZJ

Invoice No. : 314 Date : 27/02/21

P. O. No. & Date :

D. C. No. : Date :

Desp. Through : TS-10-UB-8387

HSN Code	PARTICULARS	Qty.	Unit Price	AMOUNT
7208	Sheets	2 No.	@ 7360/-	14720=00
	TS10UB8387 time: 12:00			
			SUB TOTAL	14720=00
				—
			SGST @	1325=00
			CGST@	1325=00
			IGST @	—
			G. TOTAL	17370=00

MODI PROPERTIES PVT. LTD. * SEC'BAD
INWARD No. 15264
Date: 10/3
Sign:

INWARD
Inward No: 16604 Dt: 01/03/21
MRN No: 89484 Dt: 01/03/21
Received By: G. Rahul Sign: G. Rahul
Kadakia & Modi Housing

BANK : **UNITED BANK OF INDIA** Branch : M. G. Road, Secunderabad.
A/c. No. : 0625210318512 IFSC Code : UTBioSEC813

Rupees Seventeen thousand three hundred and Seventy Only

1. Goods once sold will not be taken back and No claim for shortage of damage will be entertained unless lodged within 24 hours.
2. Interest will be charged @ 18% per annum if payment is not made within 30 days.
3. Our responsibility ceases no sooner goods are handed over to the carrying agency.
4. Payment strictly by Account Payees Cheques only.
5. Subject to Secunderabad Jurisdiction only.

E & O. E.

For **NAVEEN METAL UDYOG**

Authorised Signatory

Purchase Order

 20-02-2021 15:25:44

75005
22.02.21 11:30:38

From Company : **Kadakia and Modi Housing**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAHFK8714A1ZJ

Supplier Details

Naveen Metal Udyog
4-5-155, Pan Bazar, Sec-bad-03.

GSTIN 36AGOPD8982C1Z4 27712497.
66382026. 9246297667

Doc No	75005	21573
Doc Date	20-02-2021	
Quote No	Nil	
Quote Date	08-01-2020	
SupplyType	Supply	

Kind Attn : Mr.Surpat Singh Dugar/ Nikil Dugar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	8087 - Steel - other - MS Sheet - NA - sft *8' x 4' x 4mm thick - 02 sheets*	64.00	230.00	0.00	18.00	17,369.60
					Total Order Value . . .	**17,369.60**

Rupees : Seventeen Thousand Three Hundred Sixty Nine and Paise Sixty Only.

Terms and Conditions :-

Specification / Brand	Items shall be of 1st quality.
Payment Terms	Within 7days of delivery of all materials & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next day.
Delivery Location	Bloomdale Sy. No. 1139, Shameerpet, Hyd. Take Rd Opp. Orange Bowl Phone. Mobile no. 9100461618 (Mr.Vijay Bhasker - Admin)
Penality For Delay	Nil
Transportation Cost	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 Villa no. 22 & 23 plastering work purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Kadakia and Modi Housing*
Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions
For *Naveen Metal Udyog*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Kadakia & Modi Housing	Date:	18-02-2021
Site & Phase:	Bloomdale	Time:	10:35
Supplier		Req. No.	21573
Material required before date:	urgent	ID No.	64055

No	Description	Size	Quantity	Units	Inward No	Date
	~~GI~~ Sheet M.S.	4x8 feet	02	Nos		
1						
2						
3						
4	75005					
5						
6						
7						
8						
9						
10						
11						
12						

Remarks : For villa no 22,23 plastering work purpose

Prepared By	G.Rahul	Approved by	
Sign. & Date	18-02-2021	Sign. & Date	

APPROVED
20 FEB 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE