PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	27/3/21	Prepared by:	NEHA
PO/WO no.	75434	PO / WO Date.	9/3/21
Supplier Name	Granthana Enter	PO/WO amount	4200/-
Firm/Company	Modi Reality Malkapur	Project	GMR
Sl. No.	Bill No.	Bill Date	Bill amount
1	1613	11/3/21	4200/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			4200/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			89978	☑ 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:	4200/-
Amount E – PO / WO value:	4200/-
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	02/04/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]					
Date	29/3/21	29/3					

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/-

TAX INVOICE (ORIGINAL FOR RECIPIENT)

Gautham Enterprises
1-10-98/19, Vallabh Nagar,Begumpet, Secunderabad
Pin-500016 Ph.27723763,40211963
GSTIN/UIN: 36ADIPA9683N1ZW
State Name : Telangana, Code : 36
E-Mail : gautham_entps2424@yahoo.com

Invoice No.	Dated
1613	**11-Mar-21**
Delivery Note	Mode/Terms of Payment
Reference No. & Date.	Other References
Buyer's Order No.	Dated
Po no: 75434 dt: 9-3-21	**11-Mar-21**
Dispatch Doc No.	Delivery Note Date
Dispatched through	Destination
Mr.Shekar	
Terms of Delivery	

Consignee (Ship to)
Modi Realty Mallapur LLP
Secunderabad
Ph:9502211799
Mr.Naveen Reddy
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Buyer (Bill to)
Modi Realty Mallapur LLP
Secunderabad
Ph:9502211799
Mr.Naveen Reddy
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate (Incl. of Tax)	Rate	per	Disc. %	Amount
1	**Nescafe Signature Premix**	21011200	18 %	**10 kg**	420.00	355.93	kg		**3,559.30**
	CGST Output - 9%					9	%		**320.34**
	SGST Output - 9%					9	%		**320.34**
	Rounded Off								**0.02**
	Total			**10 kg**					**₹ 4,200.00**

INWARD
MODI REALTY MALLAPUR LLP
Ward No 2013 DL 11/3/21
MRN No. 89978 DL
Received By Amit Sign

Amount Chargeable (in words) E. & O.E
INR Four Thousand Two Hundred Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
21011200	3,559.30	9%	320.34	9%	320.34	640.68
Total	**3,559.30**		**320.34**		**320.34**	**640.68**

Tax Amount (in words) : **INR Six Hundred Forty and Sixty Eight paise Only**

Company's Bank Details
Bank Name : **Union Bank of India**
A/c No. : **022231043001908**
Branch & IFS Code : **Ameerpet Br & UBIN0802221**

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

for Gautham Enterprises

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

MODI PROPERTIES PVT. LTD. SECUNDERABAD
INWARD
No. 2556
Date 18/3
Sign

Purchase Order

 26-03-2021 10:07:46

75434
04.03.21 12:26:58

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details		
Gautham Enterprises Shop No. 1-10-98/19, Begumpet, behind Panthalooms,Sec-Bad	**Doc No**	75434 68824
	Doc Date	09-03-2021
GSTIN 36ADIPA9683N12W NA	**Quote No**	Nil
2776-3763 / 6633-8763 9848035963	**Quote Date**	09-03-2021
	SupplyType	Supply

Kind Attn : Mr.Venkatesh Goud / Mrs. Saritha

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4011 - Consumables - Coffee Powder - NA - kgs	10.00	420.00	0.00	0.00	4,200.00
					Total Order Value . . .	**4,200.00**

Rupees : Four Thousand Two Hundred Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms After Delivery & Production of bill

Tax All taxes included in above price.

Delivery Date Next Working Day.

Delivery Location Gulmohar Residency
Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge
Phone. Contact: Security _______, Admin 9502211011

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 site use purpose.

Completion Date NA

Measurment NA

Security Nil

Remarks

For *Modi Reality Mallapur LLP*

Authorised Signatory

Name : 26/03/2021

Contact - -

Accepted the above Terms And Conditions

For *Gautham Enterprises*

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	MODI REALTY MALLAPUR LLP	Date:	08-03-2021
Site & Phase :	GULMOHAR RESIDENCY	Time:	17:01
Supplier		Req. No.	688214
Material required before date:	11-03-2021	ID No.	64489

No	Description	Size	Quantity	Units	Inward No	Date
1.	COFFEE POWDER	STD	10	PKT		
2.						
3.						
4.						
5.						
6.						
7.						
8.			16			
9.						
10.						

Remarks: FOR CUSTOMERS AND STAFF USING PURPOSE.

Prepared By	A.Sravani	Approved by	
Sign.& Date	08-03-2021	Sign. & Date	

Note:

APPROVED BY
08 MAR 2021
PROJECT MANAGER