

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		15-06-2021		Prepared by:		S. SHARVANI	
PO/WO no.		16546		PO / WO Date.		24/204	
Supplier Name		Pratap Sanitary		PO/WO amount		5413	
Firm/Company		Serene Const. LLP		Project		Serene farms	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	PS/21-22/98	28/04/21		5,821			
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						5,821	
Sl. No.	DC No.	DC. Date	MRN No.	DC matches MRN			
1.			91909	☐ 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:						5821	
Amount E – PO / WO value:						5413	
Amount F – Difference (A – E): GST-18%						408	
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			22/06/21				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	15/6	15/6					

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/-

(ORIGINAL FOR RECIPIENT)

MODIPROCESSES
 No. 80965
 Date 12/6
 Skjn. L
 SEC'BADN

Purchase Order

Page(s) 1 Of 1

21-04-2021 10:59:47 AM

Original



76546

16.04.21 1:10:46

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details

Praful Sanitary
3-6-138/5, Himayat Nagar, Hyderabad.

Doc No	76546	150520
Doc Date	21-04-2021	
Quote No	Nil	
Quote Date	21-04-2021	
SupplyType	Supply	

GSTIN 36ACWPG864A1ZG

40077300

65526886.

9849624797

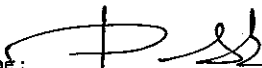
Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7418 - Plumbing - CPVC - Coupling - Others - nos 2 1/2"	2.00	504.45	45.00	18.00	654.78
2 7427 - Plumbing - CPVC - Union - Others - nos 2 1/2" supreme	2.00	1,414.00	35.00	18.00	2,169.08
3 7375 - Plumbing - other - PVC Pipe - NA - nos 2 1/2"	1.00	3,989.97	45.00	18.00	2,589.49
Total Order Value . . .					5,413.34
Rupees : Five Thousand Four Hundred Thirteen and Paise Thirty Four Only.					

Terms and Conditions :-**Specification /** All items shall be of 'Sudhakar' brand.**Payment Terms** After Delivery & Production of bill**Tax** Inclusive of all taxes**Delivery Date** Next Day.**Delivery Location** Serene Farms
Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503
Phone. ..**Penalty 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 office and drip line purpose.**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Serene Constructions LLP**

Authorised Signatory

Name : 

Name : _____

Accepted the above Terms And Conditions

For **Praful Sanitary**

Date : __/__/__

Requisition Form

Company Name:		serene constructions llp		Date:		19-04-2021		
Site & Phase :		Serene farms		Time:		16:30		
Supplier				Req. No.		150520		
Material required before date:			asap		ID No.			65511

No	Description	Size	Quantity	Units	Inward No	Date
1	cpvc coupling	2 1/2"	02	nos		
2	cpvc union	2 1/2"	02	nos		
3	cpvc pipe	2 1/2"	01	nos		
4						
5						
6						
7						
8						
9						
10						

Remarks: The above material is required for drip line connection and installation

Prepared By	G.Siva prasad	Approved by	
Sign. & Date	19-04-2021	Sign. & Date	

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

APPROVED
27 APR 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Requisition Form

Company Name:				Date:			
Site & Phase :				Time:			
Supplier				Req. No.			
Material required before date:					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.