PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	5/7/21	Prepared by:	Monika
PO/WO no.	76865	PO / WO Date.	76865
Supplier Name	Maha Lakshmi Traders	PO/WO amount	3/5/21
Firm/Company	VOC hhp	Project	VOC
Sl. No.	Bill No.	Bill Date	Bill amount
1	1060	19/6/21	10,760/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			10760/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			92875	☑ 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:	10760/-
Amount E – PO / WO value:	10760/-
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	12/7/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Monika	[signature]					
Date	5/7/21	5/7/21					

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/-

Tax Invoice

MAHA LAKSHMI TRADERS
Beside Indian Overseas Bank,Main Road,
Alwal, Secunderabad - 500010
Ph - 9866920214 , 9177803094
GSTIN/UIN: 36AHEPK7054M1ZZ
State Name : Telangana, Code : 36
E-Mail : mahalakshmitradersalwal@gmail.com

Consignee (Ship to)
Villa Orchids LLP
M.G Road Secunderabad
GSTIN/UIN : 36AANFG4817C1ZH
State Name : Telangana, Code : 36

Buyer (Bill to)
Villa Orchids LLP
M.G Road Secunderabad
GSTIN/UIN : 36AANFG4817C1ZH
State Name : Telangana, Code : 36
Place of Supply : Telangana

po no: 76865

Invoice No. **1060**	Dated **19-Jun-21**
Delivery Note	Mode/Terms of Payment
Reference No. & Date.	Other References
Buyer's Order No.	Dated
Dispatch Doc No.	Delivery Note Date
Dispatched through	Destination
Vessel/Flight No.	Place of receipt by shipper:
City/Port of Loading	City/Port of Discharge
Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Part No.	Quantity	Rate	per	Disc. %	Amount
1	**Geberit Extension Road for Alpha 10cm**	39269099	18 %	242.758.00.1	**6 nos**	262.71	nos		**1,576.26**
2	**Geberit Inlet Wc Sst for Wall Hung Rubber**	39174000	18 %	152.434.16.1	**20 nos**	377.12	nos		**7,542.40**
									9,118.66
	CGST								**820.68**
	SGST								**820.68**
	Less : ***Round Off*** *(+/-)*								**(-)0.02**
	Total				**26 nos**				**₹ 10,760.00**

INWARD
Inward No. 1027 Dt. 19/06/21
MRN No. 92875 Dt. 19/06/21
Received by Srinivas
VILLA ORCHIDS LLP
@ 13:20

Amount Chargeable (in words)
Indian Rupees Ten Thousand Seven Hundred Sixty Only
E. & O.E

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
39269099	1,576.26	9%	141.86	9%	141.86	283.72
39174000	7,542.40	9%	678.82	9%	678.82	1,357.64
Total	**9,118.66**		**820.68**		**820.68**	**1,641.36**

Tax Amount (in words) : **Indian Rupees One Thousand Six Hundred Forty One and Thirty Six paise Only**

Company's PAN : **AHEPK7054M**

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

Company's Bank Details
Bank Name : **Union Bank of India**
A/c No. : **560101000033494**
Branch & IFS Code : **Alwal & UBIN0910830**

for MAHA LAKSHMI TRADERS

Authorised Signatory

MAHA LAKSHMI TRADERS Cell No: 9177803094 Alwal, Sec'bad.

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 81938 Date: 5/7 Sign:

This is a Computer Generated Invoice

Purchase Order

Page(s) 1 Of 1 03-05-2021 3:28:18 PM

76865
06.05.21 4:35:37

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

Supplier Details

Maha Lakshmi Traders
12/142, Beside India Overseas Bank, Main Road,Alwal

GSTIN 36ACQFS2044C1Z7

9866920214

Doc No	76865	63688
Doc Date	03-05-2021	
Quote No	Nil	
Quote Date	13-01-2021	
SupplyType	Supply	

Kind Attn : Mr.Kailash Choudhary

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7299 - Plumbing - sanitary - Fittings - NA - nos *Flush Plate Screws 6"*	6.00	262.71	0.00	18.00	1,859.99
2	7299 - Plumbing - sanitary - Fittings - NA - nos *Flush Pipe*	20.00	377.12	0.00	18.00	8,900.03
			Total Order Value . . .			**10,760.02**

Rupees : Ten Thousand Seven Hundred Sixty and Paise Two Only.

Terms and Conditions :-

Specification /	All items shall be of Geberit brand
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Villa Orchids kowkur, Alwal 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 V.no.96,294,287,196 plumbing work purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

not paid

For *Villa Orchids LLP*

Authorised Signatory

Name :

Name :

Accepted the above Terms And Conditions

For *Maha Lakshmi Traders*

Date : __/__/____

Requisition Form

Company Name:	VOC LLP	Date:	30-04-2021
Site & Phase:	VOC	Time:	12:36
Supplier:	SSLLP	Req. No.	63688
Material required before :	**03-05-2021**	ID No.	65828

No	Description	Size	Quantity	Units	Inward No	Date
1	Flush plate screws	6"	06	Packets		
2	Flush pipe 76868	Std	20	Nos		
3	Flush wasers	Std	20	Nos		

Remarks: for villa no 96,294,287,196 fixing purpose

APPROVED
03 MAY 2021
R. PRABHAKAR
Sr. MANAGER PURCHASE

Prepared by	K.SNEHA	Approved by	A.Suresh
Sign.& Date	30-04-2021	Sign& Date	30-04-2021