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**PURCHASE DIVISION**  
Advice for approval for credit to supplier

Date: 23/7/21		Prepared by: Bhatnagar					
PO/WO no. 78786		PO / WO Date. 19/7/21					
Supplier Name: Shreehari Narayana		PO/WO amount: 32,000/-					
Firm/Company: M/R Bhatnagar LLP		Project: O/GH					
Sl. No.	Bill No.	Bill Date	Bill amount				
1	410	25/7/21	34,900/-				
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):			34,900/-				
Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN			
1.			94205	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B –Other Credits :_Transportation charges							
Amount C –Other Debits :							
Amount D (D=A+B-C) – Amount to be credited to the supplier:				34,900/-			
Amount E – PO / WO value:				32,000/-			
Amount F – Difference (A – E): GST-18%				2900/-			
Quantity received as per PO /WO		<input type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input checked="" type="checkbox"/> Other (explained below)					
Is difference between PO / Bill acceptable?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (explained below)					
Excess / short material received		<input checked="" type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)					
Close PO / W?O		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)					
Advance paid / PDC given (deduct when paying)		<input type="checkbox"/> Yes – Rs. <input checked="" type="checkbox"/> No					
Payment – due date		26/7					
Remarks: Transport by Govt included in the above price							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date							

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/-

CASH BILL

PH: 9885508083

# SHREE LAKSHMI NARASIMHA SWAMY

BAMBOO'S BALLIES, MATS, MERCHANT  
WHOLESALE & RETAIL

1-9-384, Main Road, Kushalguda, Hyderabad - 500 082.

410

Date: 20-07-2021

Modi Realty Pocharam LLP,  
MG Road, Sec-bad-03

PARTICULARS	Qty.	Rate	Amount	
			Rs.	Ps.
Ballies	200	160/-	32,000-00	
Transport + Formaliti			2900-00	
<b>TOTAL</b>			<b>34,900-00</b>	

**INWARD**  
 Inward No: 10222 Dt: 20/7/21  
 MRN No: 94205 Dt: 01/11/21  
 Received By: [Signature] Sign: [Signature]  
**NILGIRI HEIGHTS**

**SUMMIT SALES LLP**  
 IN WARD  
 No: 92574  
 Date: 21/7  
 Sign: [Signature]  
 R.R. DIST.

# Purchase Order

Page(s) 1 Of 1

19-07-2021 2:48:08 PM

Ori



78786

16.07.21 4:14:07

From Company : **Modi Realty Pocharam LLP**  
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003  
G S T No. : 36ABIFM1836H1Z7

## Supplier Details

Shree Lakshmi Narasimha Swammy  
Kushaiguda, main road, hyderabad

**GSTIN** 36A  
9885508083

<b>Doc No</b>	78786	181633
<b>Doc Date</b>	19-07-2021	
<b>Quote No</b>	Nil	
<b>Quote Date</b>	19-07-2021	
<b>SupplyType</b>	Supply	

**Kind Attn : Mr. Susheel**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 9505 - Tools - Ballies - 18 ft - nos	200.00	160.00	0.00	0.00	32,000.00
<b>Total Order Value . . .</b>					<b>32,000.00</b>

Rupees : Thirty Two Thousand Only.

## Terms and Conditions :-

- Specification /** As per details given in the quotation.
- Payment Terms** After Delivery & Production of bill
- Tax** Inclusive of all taxes
- Delivery Date** Within 2 days
- Delivery Location** Nilgiri Heights  
pocharam  
Phone. .9849497484
- Penalty For Delay** Nil
- Transportation** Extra. Estimated cost is Rs. 2500/- loading charges @2/-
- Warranty** Nil
- Advance Paid** Nil
- Other Terms** We reserve the right to reject items not conforming to quality and specifications. Loading extra @ Rs. 2 each. Above order for A block footings and columns purpose
- Completion Date** Nil
- Measurement** Nil
- Security** Nil
- Remarks**

For **Modi Realty Pocharam LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Shree Lakshmi Narasimha Swammy**

Name : 

Name : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_

### Requisition Form

Company Name:		Modi Realty pocharam LLP	Date:		19-07-2021	
Site & Phase :		Niligiri Heights	Time:		11:50 AM	
Supplier		Susheel	Req. No.		181633	
Material required before date:		21.7.21	ID No.		67671	
No	Description	Size	Quantity	Units	Inward No	Date
1	Wooden Ballies - 20'0" length		200	No's		
2						
3						
4						
5						
6						
7						
8						
9						
Remarks: For Block - A - Footings and Columns support purpose (Order to Susheel HLL Anaparthi Referred - 9885508083)						
Prepared By		P.sneha	Approved by			
Sign.& Date		19-07-2021	Sign. & Date			

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

**APPROVED**  
19 JUL 2021  
P. PRABHAKAR  
Sr. MANAGER PURCHASE