# PURCHASE DIVISION Advice for approval for credit to supplier





Date: 1418 2			Prepared by:			BHAVANI						
PO/WO no		79'	459			PO / WO Date.		7 8 21				
Supplier N	ame	Elegan	t Ev	Lerpris	4	PO/WO amount			3098			
Firm/Comp	any	me	PL			Project			Ho			
Sl. No.		Bill No.				Bill Date	;		Bill amount			
1		EE 2	122 .	-020	5	918/21			3098			
2												
3			W									
4												
Amount A	– Bills t	otal(Excludin	ng Trans	port & Han	nali Charg	ges):			3098	,		
Sl. No.	DC .N	0	8	DC. Date	18		MRN N	Vo.	DC matches M	RN		
1.		-			-		_		□ Yes □ No			
2.									□ Yes □ No			
3.									□ Yes □ No			
Amount B	Other (	Credits :_Tran	nsportatio	on charges								
Amount C -Other Debits :								_				
Amount D	nt to be	credited to	the suppli	ier:			3098					
Amount E	- PO / V	VO value:							3098	-		
Amount F	- Differ	ence (A – E):	GST-18	%					_			
Quantity re	ceived a	as per PO/W	0		✓Yes □ Excess received □ Short received □ Other (explained below)							
Is difference	e betwe	en PO / Bill a	acceptabl	le?	☑ Yes □	No (expla	ined belo	ow)				
Excess / sh	ort mate	erial received			□ Approved – within acceptable limits □ No (explained below)							
Close PO /	W?O				Yes 🗆	No – wait	for balar	nce material	No (explained be	elow)		
Advance paid / PDC given (deduct when paying)					□ Yes – Rs. /-, □ No							
Payment -	due date	•	-		16	18/2	)					
Remarks:				\								
					1							
Approve by	d	Purchase Officer	Purch Mana		Manager		1 D	Accounts – receiver of bill	Accountant	Accounts Manager		
Sign:	#	anan'		7								
Date	14	18/21		MANAGE	SH BVd	DELENT						

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/-

G S T I N : 36AJBPK0412E1	ZY Origna	al for Re	ceipient	☐ Duplic	cate for Su	pplier / Tra	ansporter	☐ Tripl	icate for	Supplier	GST INVOICE CASH   CREDIT
	V		5-4-187	Eleg	ant $\mathcal{E}_1$			-500003			V
/EN				40- 6638-535							
ELEGANT				ngears I Starte							
Reverse Charge :	Step Down Tr Nil	anstrome	ers I L.E.D Li	ghts   Earthin	g Equpimen		Brushes I P\ ation Mode		Tapes I L		
nvoice Number :		95				Vehicle/LF			Not Appli		
nvoice Date :	09 August 20	21				Date of Su			09 Augus		
State :	Telangana			State Code :	3 6	Place of Si		:	Hyderaba	ad	
	li o			Detai	ls of Buy						
Address : 5-4-187	odi Properties /3 & 4, 2nd Floor na Gandhi Road,					Purchase	Order No. :	Not Applica 7 9 4 5 9	ble		Date : - x - Date : 07.08.2021
	erabad - 500003					Delivery L		Head Office.			
GSTIN : 36AAI		ZΜ				Term of I	Payment :	☐ Against D	elivery		roforma Invoice
State : Telanga	na		L	State Code :	3 6			V V	Vithin 30	days from date	of Invoice.
SI. No.	Description o	of Goods		HSN/SAC	Quantity	UoM	CGST %	SGST %	IGST %	Rate	Amount
1 Anchor 6	SAmps x 4way Spi	ke Guard	-22569	85369090	5.00	No's	9.00	9.00	0.00	525.00	2625.0
		ti								9	
		e more companies a	ARTES CONTRACTOR	7				1			
	INW	ARD					1				
	ard No: 269		01/20	4							
	N No:	Dt	Δ			_	1			1	
Designation of the last of the	wined By:	Si	gn:	<del>\                                    </del>	-					+ +	
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	CORPORATE SECTION AND ADDRESS OF THE PROPERTY	CONTRACTOR OF THE PARTY OF THE					ļ			1	
						C					
						Sont Ch	E. S.				
'	Tot	al Invo	ice Amo	unt in Wor	ds:	3/ /	18	Total Amou	nt Before	Tax:	2,625.0
			-		(	# ELECUM	1*11	Add : C G S	Т	:	236.2
Rupees: Three	Thousand N	inety I	Eight On	ly.		cunder	abad	Add : S G S		:	236.2
		0	ur Bank De	etails:				Add:IGST			0.0
Name of the Bank	· UDEC Bank		di Bank Be	Account No	.50200	000710	7 2 5	R/o + Trans			0.50
		Dand C	0-4 2	IFS Code						-	
Branch Address	Seal and Signatur		ес-вао-3		and Condit			Total Amou			Rs. 3,098.00
	& Mobile Numb		1. Goods or	nce sold will no			nged		Lion CI	egant Enterpri	565
001	Λ		No. 10 III	at 24% P. A. wi						CE A S	
0	9		3. Our risk	& responsibility	y cease on th	ne delivery o	f goods.			5	
		_	4. All dispu	tes are subject	to Secunder	abad Jurisdi	ction		1		
824	4034785	,		are that this inv					Auth	orised signato	200.00
				ribed and that			correct.	**N - C		(	E & O. I
** Guarantee & W Material Duly Chec				ion is not give	n to LED Ligi	nt Fixtures.					eakages & Burnout d: Not Applicable
							CANEE &				Ī
minilec	LET SWITCHGEAR	SIEM	IENS -		@ t		-	COOPER Bus	ssmann (9	odowell's	HMI
PHILIPS	Compton Greaves	TEK	MIC	13	SG		OLYCAB	Finol Cables Li	ex mited	<b>J</b> legrand	Capco
	Head O	ffice : Blo	ock - A ' 41	Spanti Bag	h Apathyen	ts, 7 - 1 - 3	, Begumpet,	Hyderabad	-50000	016	L
				No: 8.3 Date: 13	18 TO *						
			\	P.R. C	15/						

#### **Purchase Order**

\_ge(s) 1 Of 1

M9 61:05:1 1505-80-20

,

79459

10.08.21 11:14:46

From Company: Modi Properties Pvt.Ltd.

5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003

G S T No.: 36AABCM4761E1ZM

Supplier Details					
Elegant Enterprises		Doc No	79459	183092	
5-4-187/7/3,Karbala Mai	dan, M.G.Road, Secunderbad-500003.	Doc Date	07-08-2021		
		Quote No	Nil		
GSTIN 36AJBPK0412E1	ZY	<b>Quote Date</b>	07-08-2021 Supply		
66385358	9985113450/9885073880	SupplyType			

### Kind Attn: Mr.Gaurang Kadakia/Mahesh Kadakia

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4646 - Electrical - other - Spike buster - NA - nos	5.00	525.00	0.00	18.00	3,097.50
upees : Three Thousand Ninty Seven and Paise Fifty Only.		Total Or	der Value	e	3,097.50

#### 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** 

Next Working Day.

\_\_\_\_

Delivery Location Head Office

5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003

Phone. 040-66335551

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 HO use purpose

**Completion Date** 

Nil

Measurment Security Nil Nil

Remarks

For Modi Properties Pvt.Ltd.

Authorised Signatory

Name:

\_\_\_\_

Accepted the above Terms And Conditions

For **Elegant Enterprises** 

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

## Requisition Form

Company Name:		MPPL			Date:			05/08/2021		
Site & Phase :		Head office			Time:			09.30am		
Supp	lier				Req. No.			182092		
Mate	rial required before date:		Urgent		ID No.			183092		
No	Descri	iption		Size		Quantity	Units		Date	
1	320 – Green wires	Std		3						
2	320 – Green Red	Std		3						
3	1/18 Green wires	Std		3						
4	6 model plates	Std		6						
5	1/18 Green wires 6 model plates 5amps sockets			Std	d 15					
6	switches	Std		20						
7	Service wire		( 0	Std		1				
8	Extension Box	39	al	Std		5				
9										
10										
Rem	arks : Towards H.O. elec	trical work pu	rpose							
Prepared By Meenakshi.N				Approved by						
Sign.& Date 05/08/2021			£		Sign. & Date 2021					

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

P. PRABHAKAR Sr. MANAGER PURCHASE