PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	16/8/21	Prepared by:	PRABHAKAR.P
PO/WO no.	78996	PO / WO Date.	24/7/21
Supplier Name	Santosh Tarpaulin	PO/WO amount	3264.80
Firm/Company	MPPL	Project	MPL
Sl. No.	Bill No.	Bill Date	Bill amount
1.	048	26/7/21	3264-80
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3264-80

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			94631	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No

Amount B –Other Credits :	
Amount C –Other Debits :	
Amount D (D=A+B-C) – Amount to be credited to the supplier:	3264-80
Amount E – PO / WO value:	3264-80
Amount F – Difference (A – E):	
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	23/8/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		16/8/21					

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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

SANTHOSH TARPAULIN
2-9-39/7/3, Forzenguda,
Suryanagar, Old Alwal,
Medchal, Malkajgiri District – 500 010.
Telangana State

GSTIN :36ATWPA1307P1ZC
Email id: santhoshtarp@gmail.com
Cell: 9642662732
Bank Account : AXIS BANK
Acc.No.919020039284737
IFSC CODE :UTIB0001378

To MODI PROPERTIES PVT.LTD
5-4-187/3&3 IInd floor MG ROAD
SECUNDERABAD 500003
GSTIN No. 36AABCM4761E1ZM

Invoice No: **048**
Invoice Date: 26/07/2021
P.O.No.78996/177834
P.O.Date: 24.07.2021

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	RAIN COATS	6201	5 NOS	@ 400/-	2,000.00
2	UMBRELLA	4064	4 NOS	@260/-	1,040.00

Rupees in words THREE THOUSAND TWO HUNDRED SIXTY FOUR AND EIGHTY PAISE ONLY	**Total ::**	**3,040.00**
	CGST @2.5+6 %	**50+62.40**
	SGST @2.5+6 %	**50+62.40**
	IGST 18% ::	
	Grand Total ::	**3,264.80**

Receiver Signature & Seal

For SANTHOSH TARPAULIN

Authorized Signatory

INWARD
Inward No: 7114 Dt: 3/7/21
MRN No: 94631 Dt: 3/7/21
Received By: Sign: 11/3am
MODI PROPERTIES PVT. LTD. S. No.

SUMMIT SALES LLP
IN WARD
No: 82991
Date: 2/8
Sign:
R.R. DIST.

Purchase Order

 24-07-2021 16:37:40 Orig

78996
22.07.21 4:01:00

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			
Santosh Tarpaulin	**Doc No**	78996	177834
2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010	**Doc Date**	24-07-2021	
	Quote No	Nil	
GSTIN 36ATWPA1307P1ZC	**Quote Date**	16-07-2021	
9642662732	**SupplyType**	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4064 - Consumables - Umbrella - other - nos	4.00	260.00	0.00	12.00	1,164.80
2	4052 - Consumables - Raincoats - NA - nos	5.00	400.00	0.00	5.00	2,100.00
				Total Order Value . . .		**3,264.80**

Rupees : Three Thousand Two Hundred Sixty Four and Paise Eighty 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	Next Day.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
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 eng use purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name :

Contact - -

Accepted the above Terms And Conditions

For ***Santosh Tarpaulin***

Name : ______________________

Date : __/__/____

1501

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	22.07-2020
Site & Phase :	May Flower Platinum	Time:	11;30
Supplier		Req.No.	177834
Material required before date: 25.07.2021		ID No.	67774

No	Description	Size	Quantity	Units	Inward No	Date
1	Rain coats	Std	05	Nos		
2	Umbrella	Std	04	Nos		
3						
4	78996					
5						
6						
7						
8						
9						
10						

APPROVED BY
23 JUL 2021
SOHAM MODI
MANAGING DIRECTOR

Remarks: for site office staff use purpose			
Prepared By	K.Sravani Reddy	Approved by	S.V.Subba Reddy
Sign.& Date	22.07.2021	Sign. & Date	

Note:

For MDs APPROVAL
- ☐ High Value/quantity beyond limits.
- ☐ Pc/Req. processed-post approval.
- ☐ Approval for technical details/clarification.
- ☐ Replenishing SSLLP stock
- ☑ Other