

PURCHASE DIVISION
Advice for approval for credit to supplier

(Signature)

Date: 9/7/21		Prepared by: BHAVANI	
PO/WO no. 77396		PO / WO Date. 31/6/21	
Supplier Name Sri Balaji Enterprises		PO/WO amount 6608	
Firm/Company MBPL		Project Green Towers	
Sl. No.	Bill No.	Bill Date	Bill amount
1	33	5/6/21	7375
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			7375
Sl. No.	DC .No	DC. Date	MRN No.
1.	/	/	/
2.	/	/	/
3.	/	/	/
Amount B –Other Credits :_Transportation charges			-
Amount C –Other Debits :			-
Amount D (D=A+B-C) – Amount to be credited to the supplier:			7375
Amount E – PO / WO value:			6608
Amount F – Difference (A – E): GST-18%			767
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: Rate difference can be considered			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	(Signature)	(Signature)	
Date	9/7/21	10/7/21	

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



SRI BALAJI ENTERPRISES

#14-1-418, Near Rocket Ground,
New Aghapura, Hyderabad - 01
E-mail : seetaram.joshi@yahoo.com
Mob: 9030605690, 9885288441
GSTN : 36AEIPJ0494H1ZF

Invoice No.

33

Dated

05-06-2021

PO / DOC No.

77396

D.C. No.

Vehicle No.

TS10EB-4519

Destination

Billing Address :

MODI PROPERTIES PVT LTD
5-4-187/3&4, IInd Floor
MG Road, Secunderabad - 03
GSTN : 36AABCM4761E1ZM

Shipping Address :

GREENS TOWERS
Bemupet main road
MG Road, Secunderabad - 03
GSTN : 36AABCM4761E1ZM

S. NO.	HSN	Description	Thickness	Size	Qty	Rate	Amount
1	4418	FLUSH DOOR	30MM	84X30	4	1400.00	5600.00
						Cartage	650.00
					4		6250.00

Pre Tax : Rs 6250.00

Tax Rs.: 1125.00

Post Tax Rs.: 7375.00

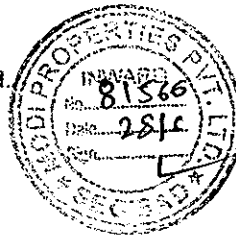
R/o Rs.:

Final Rs.: 7375.00

HSN / SAC	Taxable Value	CGST		SGST		IGST		Total Tax Amt
		Rate	Amount	Rate	Amount	Rate	Amount	
4418	6250	9%	562.5	9%	562.5			1125
								0
								0
Total	6250	0.09	562.5	0.09	562.5	0	0	1125.00

TERMS & CONDITIONS :

1. Above mentioned goods remain our property until full payment is received.
2. Goods once sold can not be taken back or exchanged.
3. Our responsibility ceases once the goods leave our premises.
4. If the is not paid on presentation interest at 24% per annum
5. Subject to Hyderabad Jurisdiction.



For SRI BALAJI ENTERPRISES

Our Bank: Kotak mahendra Bank A/c No. 4312001151, IFSC : KKBK0000553
Our Bank: Central Bank Of India A/c No.3252126355, IFSC : CBIN0280809



Purchase Order

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03-06-2021 11:40:02



77396

06.05.21 4:35.40

copy

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

Sri Balaji Enterprises
H.no.14-1-418, Near ROCKET Ground, New Aghapura Hyderabad-500001

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	77396	182761
Doc Date	03-06-2021	
Quote No	nil	
Quote Date	03-06-2021	
SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2007 - Carpentry - doors - Flush Door - 30mm - other - sft 84"x30"- 4 nos	70.00	80.00	0.00	18.00	6,608.00
Total Order Value . . .					6,608.00

Rupees : Six Thousand Six Hundred Eight Only.

Terms and Conditions :-

Specification / Brand Flush door Rate per sft is Rs. 80+18% GST

Payment Terms After delivery and production of bills

Tax Included in the above prices

Delivery Date With a week

Delivery Location Greens Towers
Begumpet Main Road, Hyd. Opp. Hyderabad Public School.
Phone. 66335551

Penalty For Delay Nil

Transportation Cost Extra as per actuals

Warranty One year

Advance Paid Nil

Other Terms We reserve the rights to reject the items if not as per specification damage if any in suppliers cost, above order is for UB general toilet & security wash room , purpose

Completion Date NIL

Measurment Nil

Security Nil

Remarks Standard sizes of door will be calculated.

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name :

Date :

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		MPPL		Date:		17-04-2020	
Site & Phase :		Greens towers		Time:		11:10	
Supplier				Req. No.		182761	
Material required before date:			Urgent		ID No.		65462
No	Description	Size	Quantity	Units	Inward No	Date	
1	Bathroom doors	2'6"x 7'	04	Nos			
2							
3							
4							
5							
6							
7							
8							
9							
10							
Remarks :: towards greens towers UB general toilet & security washroom purpose.							
Prepared By		Meenakshi. N		Approved by			
Sign. & Date		17-04-20		Sign. & Date			

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

APPROVED
20 APR 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE