PURCHASE DIVISION

Advice for approval for credit to supplier

vDate:	28/8/21	Prepared by:	Prabhakar
PO/WO no.	77505	PO / WO Date.	9/6/21
Supplier Name	Shiv Shakti Machinetools and Electricals	PO/WO amount	2950-00
Firm/Company	MPPL	Project	MPL
Sl. No.	Bill No.	Bill Date	Bill amount
1	1029/SS	19/6/21	2950-00
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2950-00

Sl. No.		DC. Date	MRN No.	DC matches MRN
1.			98006	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No

Amount B –Other Credits : Transportation charges/Charges	
Amount C –Other Debits :	
Amount D (D=A+B-C) – Amount to be credited to the supplier:	2950-00
Amount E – PO / WO value:	2950-00
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	30/8/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		28/8/21					

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. 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

Shiv Shakti Machine Tools Hardware and Electricals 2-3-7, M.G Road, Secunderabad. Ph: 040-40030129 GSTIN/UIN: 36ADQFS9120G1ZQ State Name : Telangana, Code : 36 E-Mail : ssmtsecunderabad@gmail.com	Invoice No. **2021-22/1029/SS**	Dated **19-Jun-2021**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref. **1029**	Other Reference(s)
Buyer **Modi Properties Pvt. Ltd.** 5-4-187/3&4, IInd Floor, M.G Road, Secunderabad. GSTIN/UIN : 36AABCM4761E1ZM State Name : Telangana, Code : 36	Buyer's Order No. **77505-177705**	Dated **9-Jun-2021**
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**Cut Off Wheel 105*1.2mm DW**	68042390	**100 pc**	25.00	pc		**2,500.00**
	CGST						**225.00**
	SGST						**225.00**
	Total		**100 pc**				**₹ 2,950.00**

Amount Chargeable (in words) *E. & O.E*

INR Two Thousand Nine Hundred Fifty Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
68042390	2,500.00	9%	225.00	9%	225.00	450.00
Total	**2,500.00**		**225.00**		**225.00**	**450.00**

Tax Amount (in words) : **INR Four Hundred Fifty Only**

Company's Bank Details
Bank Name : **ICICI Bank**
A/c No. : **112105501160**
Branch & IFS Code : **M.G Road & ICIC0001121**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.Interest will be charged on overdue invoices @ 24 % P.A if more than 45 days.

for Shiv Shakti Machine Tools Hardware and Electricals

Authorised Signatory

This is a Computer Generated Invoice

INWARD
Inward No 691 Dt 22/6/21
MRN No 93006 Dt 23/8/21
Received By: Sign Nizam
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.

SUMMIT SALES LLP
IN WARD
No: 83856
Date: 28/8
Sign:
R.R. DIST.

Purchase Order

 09-06-2021 09:44:11

77505

10.06.21 10:31:07

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			
Shiv Shakti Machine Tools Hardware & Electricals	**Doc No**	77505	177705
2-3-7, MG Road, Beside ICICI Bank, Secunderbad-03,(T,S)	**Doc Date**	09-06-2021	
	Quote No	Nil	
GSTIN 36ADQFS9120G1ZQ	**Quote Date**	01-02-2021	
8121002491 8374457644	**SupplyType**	Supply	

Kind Attn : Mr.Shivang Gupta

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9550 - Tools - Machine Blade - other - nos *Wall cutting blade 4"*	100.00	25.00	0.00	18.00	2,950.00
					Total Order Value . . .	**2,950.00**

Rupees : Two Thousand Nine Hundred Fifty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of the Bill
Tax	Included in the above price
Delivery Date	Next Day.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	NIL
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	NIL
Other Terms	We resreve the right to reject the item not confirming to the specifications . Above order for site use.
Completion Date	NIL
Measurment	NIL
Security	NIL
Remarks	

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name : 09/06/2021

Accepted the above Terms And Conditions

For ***Shiv Shakti Machine Tools Hardware &***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	07.06.2021
Site & Phase :	May Flower Platinum	Time:	09;43
Supplier		Req.No.	177705
Material required before date: 09.06.2021		ID No.	66497

No	Description	Size	Quantity	Units	Inward No	Date
1	Cutting wheels	4"	100	Nos		
2						
3						
4	27505					
5						
6						
7		APPROVED				
8		09 JUN 2021				
9		MINISH PARIKH MANAGER PROCUREMENT				
10						

Remarks: Towards site use purpose

Prepared By	K.Sravani Reddy	Approved by	S.V.Subba Reddy
Sign.& Date	07.06.2021	Sign. & Date	

Note: