

PURCHASE DIVISION
Advice for approval for credit to supplier

(E) (M)

Date:	03/09/2021		Prepared by:	BHAVANI
PO/WO no.	79921		PO / WO Date.	23/8/21
Supplier Name	Shiv Shakti machine tools Handware & Electricals		PO/WO amount	590
Firm/Company	MCMET		Project	manjal medi memorial Hospital
Sl. No.	Bill No.	Bill Date	Bill amount	
1	2021-22 / 2372/SS	27/8/21	590	
2			/	
3			/	
4			/	
Amount A – Bills total(Excluding Transport & Hamali Charges):				590
Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	/	/	95728	<input 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:				590
Amount E – PO / WO value:				590
Amount F – Difference (A – E): GST-18%				-
Quantity received as per PO /WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)		
Is difference between PO / Bill acceptable?		<input type="checkbox"/> Yes <input type="checkbox"/> No (explained below)		
Excess / short material received		<input 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		6/9/21		
Remarks:				
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D
Sign:	<i>Bhavani</i>			
Date	3/9/21			

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 : ssmsecunderabad@gmail.com

Invoice No. **2021-22/2372/SS**
 Delivery Note

Dated **27-Aug-2021**
 Mode/Terms of Payment

Buyer
MC Modi Educational Trust
 M G Road, Secunderabad
 GSTIN/UIN : 36AAATM5488Q2ZO
 State Name : Telangana, Code : 36

Supplier's Ref. **2372**
 Buyer's Order No. **79921-162140**
 Despatch Document No.

Other Reference(s)
 Dated **23-Aug-2021**
 Delivery Note Date

Despatched through
 Destination
 Terms of Delivery

SI No	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	Cut Off Wheel 105*1.2mm DW	68042390	20 pc	25.00	pc		500.00
	CGST						45.00
	SGST						45.00
Total							₹ 590.00

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

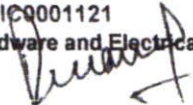
INR Five Hundred Ninety Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
68042390	500.00	9%	45.00	9%	45.00	90.00
Total	500.00		45.00		45.00	90.00

Tax Amount (in words) : **INR Ninety Only**

Company's Bank Details
 Bank Name : ICICI Bank
 A/c No. : 112105501160
 Branch & IFS Code : M.G Road & ICIC0001121
 for Shiv Shakti Machine Tools Hardware and Electricals

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.


 Authorized Signatory

This is a Computer Generated Invoice

Time: 11:40
 25/08/21 8387

INWARD	
Inward No: 10260	Dr: 28/08/21
MRN No: 95728	Dr: 31/08/21
Received By: NTRAS	Sign: NTRAS
MC MODI EDUCATIONAL TRUST	



Purchase Order



13.08.21 2:26:19

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From Company : **MC Modi Educational Trust**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAATM5488Q2Z0

Supplier Details

Shiv Shakti Machine Tools Hardware & Electricals
2-3-7, MG Road, Beside ICICI Bank, Secunderbad-03,(T,S)

GSTIN 36ADQFS9120G1ZQ

8121002491

8374457644

Doc No	79921	162140
Doc Date	23-08-2021	
Quote No	Nil	
Quote Date	21-08-2017	
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 Rod Cutting Blade 4"	20.00	25.00	0.00	18.00	590.00
Total Order Value . . .					590.00

Rupees : Five Hundred Ninty 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** Manilal Modi Memorial Hospital
Phone. Madhu Site Engineer - 9502211499
- Penalty 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 use purpose.
- Completion Date** Nil
- Measurment** Nil
- Security** Nil
- Remarks**

For **MC Modi Educational Trust**

Authorised Signatory

Name : 

Accepted the above Terms And Conditions

For **Shiv Shakti Machine Tools Hardware &**

Name : _____

Date : ___/___/___

✓ 1144

Requisition Form

Company Name:		MCMET	Date:		21.08.2021	
Site & Phase :		Manilal Modi Memorial Hospital	Time:		11:00AM	
Supplier			Req. No.		162140	
Material required before date:			23.08.2021	ID No.		68654
No	Description	Size	Quantity	Units	Inward No	Date
1	Rod cutting blades	4mm	20	No's		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks: Towards site purpose at MCMET.						
Prepared By		Sridevi	Approved by		T. Madhu	
Sign. & Date		21.08.2021	Sign. & Date		21.08.2021	

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


APPROVED
23 AUG 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE