# PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 9/9/21 | Prepared by: | MOUNIKA |
| PO/WO no. | 80047 | PO / WO Date. | 27/8/21 |
| Supplier Name | Shiv shakti machine Tools | PO/WO amount | 2,478/- |
| Firm/Company | KNM | Project | Bloomdale |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1 | 2370 | 27/8/21 | 2,478/- |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 2,478/- |

| Sl. No. | DC .No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | | | 95941 | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |

| | |
|---|---|
| Amount B –Other Credits :_Transportation charges | — |
| Amount C –Other Debits : | — |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | 2,478/- |
| Amount E – PO / WO value: | 2,478/- |
| 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 | 13/9/21 |
| Remarks: | |
| | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | Mounika | [signature] | | | | | |
| Date | 9/9/21 | 9/9/21 | | | | | |

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<br>2-3-7, M.G Road, Secunderabad.<br>Ph: 040-40030129<br>GSTIN/UIN: 36ADQFS9120G1ZQ<br>State Name : Telangana, Code : 36<br>E-Mail : ssmtsecunderabad@gmail.com | Invoice No.<br>**2021-22/2370/SS** | Dated<br>**27-Aug-2021** |
|---|---|---|
| | Delivery Note | Mode/Terms of Payment |
| | Supplier's Ref.<br>**2370** | Other Reference(s) |
| Buyer<br>**Kadakia and Modi Housing**<br>5-4-187/3 & 4. IIND FLOOR, M.G ROAD,<br>SECUNDERABAD<br>GSTIN/UIN : 36AAHFK8714A1ZJ<br>State Name : Telangana, Code : 36 | Buyer's Order No.<br>**80047-21645** | Dated<br>**27-Aug-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 | **UT- Marble Cutting Blade 125mm** | 82022000 | **20 pc** | 105.00 | pc | | **2,100.00** |
| | ***CGST*** | | | | | | **189.00** |
| | ***SGST*** | | | | | | **189.00** |
| | Total | | **20 pc** | | | | **₹ 2,478.00** |

TS10UB8387
time: 12:10

**INWARD**
Inward No: 16683 Dt: 03/09/21
GRN No: 95941 Dt: 04/09/21
Received By: Chand Mohammad Sign: [signature]
Kadakia & Modi Housing

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

**INR Two Thousand Four Hundred Seventy Eight Only**

| HSN/SAC | Taxable Value | Central Tax | | State Tax | | Total Tax Amount |
|---|---|---|---|---|---|---|
| | | Rate | Amount | Rate | Amount | |
| 82022000 | 2,100.00 | 9% | 189.00 | 9% | 189.00 | 378.00 |
| **Total** | **2,100.00** | | **189.00** | | **189.00** | **378.00** |

Tax Amount (in words) : **INR Three Hundred Seventy Eight 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

SUMMIT SALES LLP
R.R. DIST.
INWARD
No: 14243
Date: 9/9
Sign:

 31-08-2021 10:20:23 AM

# Purchase Order

80047
27.08.21 3:29:57

From Company : **Kadakia and Modi Housing**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAHFK8714A1ZJ

| **Supplier Details** | | | |
|---|---|---|---|
| Shiv Shakti Machine Tools Hardware & Electricals | **Doc No** | 80047 | 21645 |
| 2-3-7, MG Road, Beside ICICI Bank, Secunderbad-03,(T,S) | **Doc Date** | 27-08-2021 | |
| | **Quote No** | NIL | |
| **GSTIN** 36ADQFS9120G1ZQ | **Quote Date** | 24-08-2021 | |
| 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<br>*5" Wall cutting blades* | 20.00 | 105.00 | 0.00 | 18.00 | 2,478.00 |
| | | | **Total Order Value . . .** | | | **2,478.00** |

Rupees : Two Thousand Four Hundred Seventy Eight 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** Bloomdale
Sy. No. 1139, Shameerpet, Hyd. Take Rd Opp. Orange Bowl
Phone. Mobile no. 9100461618 (Mr.Vijay Bhasker - Admin)

**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 road cutting works for borewell line purpose.

**Completion Date** Nil

**Measurment** Nil

**Security** Nil

**Remarks**

For *Kadakia and Modi Housing*

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For *Shiv Shakti Machine Tools Hardware &*

Name : ____________

Date : __/__/____

1154

# Requisition Form

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Company Name: | | Kadakia & Modi Housing | | Date: | | 24-08-2021 | |
| Site & Phase: | | Bloomdale | | Time: | | 14:50 | |
| Supplier | | | | Req. No. | | 21645 | |
| Material required before date: | | Urgent | | ID No. | | 68706 | |
| No | Description | Size | Quantity | Units | | Inward No | Date |
| 1 | Wall cutting blade ( MAL XTRA PREMIUM) | 5" | 20 | Nos | | | |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | 80047. | | | | | | |
| 10 | | | | | | | |
| 11 | | | | | | | |
| 12 | | | | | | | |
| 13 | | | | | | | |
| 14 | | | | | | | |
| Remarks : Towards road cutting works for borewell line purpose | | | | | | | |
| Prepared By | | Chand Mohammod | | Approved by | | | |
| Sign. & Date | | 24-08-2021 | | Sign. & Date | | | |

APPROVED
27 AUG 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE