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PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	17/9/21	Prepared by:	Sneha
PO/WO no.	80132	PO / WO Date.	30/8/21
Supplier Name	Rita Seeds	PO/WO amount	2100/-
Firm/Company	Modi Housing pvt. ltd	Project	SOV part - II
Sl. No.	Bill No.	Bill Date	Bill amount
1	005	3/9/21	2100/-
2			/
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2100/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—	95930	☑ 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:				2100/-
Amount E – PO / WO value:				2100/-
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	20/9/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sneha	[signature]					
Date	17/9/21	17/9/21					

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/-

GSTIN : 36AKAPK8182D1Z8 **TAX INVOICE** ☎ : 23222835 : 66778470

RITA SEEDS STORE

DEALERS IN : ALL KINDS OF SEEDS, FERTILIZERS & PESTICIDES OF MAHYCO, RALLIS INDOFIL, CIBA, STANES PRODUCTS & AGRICULTURAL IMPLEMENTS ETC.

 # 3-6-295/4, Hyderguda, Hyderabad-29 (T.S.) INDIA

No. 005 Date 3 : 9 : 2021

M/s Modi Trowing pvt Ltd

Do.No. 80132 /185041 Secbad (Sec-bad)

Sl. No.	PARTICULARS	Qty.	Rate	Amount Rs.	Ps.
1.	Compost organic onion	50kg	15/-	750	00
2.	organic supplier	1kg		1350	00
			TOTAL	2100	00

INWARD WITH TIME:
Inward No: 59 Dt: 3/9/21
MRN No: 95930 Dt: 04/09/21
Received By: Sign:
MHPL-SOV-PART-III

P. Sreenath 8712311346

Goods once sold will not be taken back or exchanged.
Subject to Hyderabad Jurisdiction.

For RITA SEEDS STORE

Signature

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 8496 Date: 4/9 Sign:

Purchase Order

 31-08-2021 12:30:38

80132
27.08.21 3:31:35

From Company : **Modi Housing Pvt.Ltd**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AADCM5906D2Z0

Supplier Details			
Rita Seeds	**Doc No**	80132	185041
Basheerbagh, Secunderabad.	**Doc Date**	30-08-2021	
	Quote No	Nil	
GSTIN 36AKAPK8182D1Z8	**Quote Date**	30-08-2021	
23222835,65168470 9949015953	**SupplyType**	Supply	

Kind Attn : Mr. Suresh

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3142 - Chemicals - Urea - NA - kgs	50.00	15.00	0.00	0.00	750.00
2	3144 - Chemicals - D.A.P - NA - Kgs	1.00	1,350.00	0.00	0.00	1,350.00
					Total Order Value . . .	**2,100.00**

Rupees : Two Thousand One Hundred 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 Silver Oak Villas Part III
Sy .No.11,12,14,15,16,17,18 , 294
Phone. 0

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 gardening purpose

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For ***Modi Housing Pvt.Ltd***

Authorised Signatory

Name : ______

Contact - -

Accepted the above Terms And Conditions

For ***Rita Seeds***

Name : ______

Date : __/__/___

72920 / 70163 1178.   R:t a store

Requisition Form

Company Name:	MHPL SOV -III	Date:	30-08-2021
Site & Phase :	Silver Oak Villas-III	Time:	12.00
Supplier		Req. No.	185041
Material required before date:	urgent	ID No.	68862

No	Description	Size	Quantity	Units	67818	Date
1	DAP		50	kg		
2	Urea		50	kg		
3						
4						
5						
6	80132					
7						
8						
9						
10						

Remarks: - For plants use purpose.

Prepared By	Ch. Pranavi	Approved by	
Sign.& Date	30-08-2021	Sign. & Date	

APPROVED
30 AUG 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

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