PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	17/9/21	Prepared by:	Sneha
PO/WO no.	80229	PO / WO Date.	2/9/21
Supplier Name	Venkatramana Stationery & Binding works	PO/WO amount	1,888/-
Firm/Company	Aedis Developers LLP	Project	MGA
Sl. No.	Bill No.	Bill Date	Bill amount
1	534	4/9/21	1888/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1888/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	–	–	–	☑ 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:	1888/-
Amount E – PO / WO value:	1888/-
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					

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/-

Purchase Order

 02-09-2021 14:15:49

80229
02.09.21 4:45:17

From Company : **Aedis Developers LLP**
5-4-187/3&4, II Floor, M G Road, Secunderabad-500003
G S T No. : 36ABPFA0002Q1ZD

Supplier Details			
Venkatramana Stationery & Binding works	**Doc No**	80229	100462
1-5-85, General Bazar, Sec-Bad -500 003.	**Doc Date**	02-09-2021	
	Quote No	Nil	
GSTIN 36AEJPP5811M1Z2	**Quote Date**	02-09-2021	
27842572 9849360076	**SupplyType**	Supply	

Kind Attn : Mr. Prathap

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4030 - Consumables - Fruit packing cover - other - pkts	20.00	80.00	0.00	18.00	1,888.00
					Total Order Value . . .	**1,888.00**

Rupees : One Thousand Eight Hundred Eighty 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	Already delivered
Delivery Location	Morning Glory Apartments Genomevalley, Hyderabad Phone. Madhu Site Engineer - 9502211499
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 electrical switch board purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Aedis Developers LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Venkatramana Stationery & Binding works***

Name : ____________ Name : ____________ Date : __/__/____

Contact ...

..., Sonam Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

TAX INVOICE

Ph: 040 - 2784257
Cell: 984936007

VENKATARAMANA STATIONERY AND BINDING WORKS

Note Books, Registers, Account Books, Stationery & Xerox Paper Etc. Available

#1-5-85, General Bazar, Secunderabad - 500 003. Email: venkatramana.bindingworks@gmail.com

To
M/S. Aedis Developers LLP
M.G. Road

GSTIN 36ABPFA0002Q1ZD

Order No 80229 Date 2/9/21

Delivery Challan No [redacted] Date

Bill No. 2021-22 534 Date 4/9/21

Sl No	PARTICULARS	HSN Code	Qty	Rate	12% GST	18% GST	0% -5% GST	Amount Rs.	Ps.
1	Fruit Packing cover		20	80/-		1600			
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									

10964

Fina 10100
TI0UB 8387

INWARD
Inward No 10964 Dt 07/09/21
MRN No: Dt
Received by: Sign:
AEDIS DEVELOPERS LLP

Rupees

Total	1600	
SUB Total		
CGST	144	
SGST	144	
Grand Total	1888/-	1888/-

Receiver's Signature & Seal

GSTIN: 36AEJPP5811M1Z2

Terms & Conditions
Goods once sold will not be taken back
Interest @2%p.m. if not paid within 30 days time
Subject to Secunderabad Jurisdiction.

THE COSMOS CO-OP BANK LTD. M.G. Road, Secunderabad.
RTGS / NEFT CODE COSB0000069 A/C No. 069100102707

For: VENKATARAMANA STATIONERY AND BINDING WORKS

Signature

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 84232
Date: 9/9
Sign:

1121

Requisition Form

Company Name:	Aedis Developers LLP		Date:	02.09.2021
Site & Phase :	Morning Glory Apartments		Time:	10:30AM
Supplier			Req. No.	100462
Material required before date:		04.09.2021	ID No.	68978

No	Description	Size	Quantity	Units	Inward No	Date
1	Fruit Packing cover	STD	20	No's		
2	80229					
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: For Electrical switch board purpose at MGA

Prepared By	Pushpalatha	Approved by	Madhu
Sign.& Date	01.09.2021	Sign. & Date	01.09.2021

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