PURCHASE DIVISION Advice for approval for credit to supplier



Date:	22/09/2021	** (a	Prepared by:			T.D. Murthy	
PO/WO no.	79414		PO / WO Date.			07/09/2021	
Supplier Name	Mr. Mohan Ram		PO/WO	amount	2 0 2	Rs. 59,289/-	
Firm/Company	Soham Mansion (Owners Association	Project	7) 5	8	Head Office	
Sl. No.	Bill No.		Bill Date	;		Bill amount	
1.	04.1		07/09/20	21	7.00 F.00	Rs. 59,287/-	
2.						a de anti-	a na
3.		2 9			10	8 8	0 -
4.				8		20 e	
Amount A – Bills t	otal(Excluding Trans	sport & Hamali Char	ges):			Rs. 59,287/-	
Sl. No. DC No)	DC. Date		MRN No.		DC matches MRN	
1.						☑ Yes □ No	
2.			(d)			☑ Yes □ No	
3.			n e			☑ Yes □ No	
4.						☑ Yes □ No	
Amount B -Other (Credits:		7			-	-
Amount C -Other I	Debits:		2			-	
Amount D (D=A+I	3-C) – Amount to be	credited to the supp	lier:	g Si		Rs. 59,287/-	
Amount E – PO / V	VO value:					Rs. 59,289/-	
Amount F – Differe	ence (A – E):		•			Rs2/-	S 3
Quantity received a	s per PO/WO	5	Yes 🗆 Exc	cess receive	d □ Short rec	eived Other (explain	ained below)
Is difference betwe	en PO / Bill acceptab	ole?	Yes 🗆 No	(explained	below)	V 8 8	
Excess / short mate	rial received		Approved	- within ac	cceptable limi	ts No (explained l	pelow)
Close PO / W?O	5 y	P	Yes 🗆 No	– wait for b	palance mater	ial No (explained	below)
Advance paid / PDC given (deduct when paying)			□ Yes – <u>Rs.</u> /- □ No				
Payment – due date	2	27/09/2021					
Remarks:	1		\				
		X	1	_		6 N	
Approved by	personal managements and a second or a	chase Procurer nager Manage		M D	Accounts - receiver of bill	20 CHEST CHEST CHEST CONTROL C	Accounts Manager
Sign:	CAN .	2.2 SEP	2.02	2		-	
Date	man.	MMMISH P	VAIKH	IT.			

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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

Cell: 8125765219, 7075802950

M/s. LEELA STEEL RAILING & FURNITURE

Mfg: All Kinds of Stainless steel, Railings steel Furniture, Kitchen Trolleys 202,304 & All Interior, Decorative Items

Main Office: 1-2-3-5/1, Indiranagar Colony, Venkateshwara Temple Road, Beside Kattalamandi, Uppal, Hyderabad. # Branch Office : Ramppally Chowrasta, Ghatkesar Road, Hyderabad.

M/s.: SO ham Manion D. Lienera Association GST No.: Description of Goods S. Railing S. S. Handle GST No.: 36CRBPB0826R1ZO Rupees in words: Fifty Dine Add CGST 9% 4,521-Add IGST 9% 4,521-Add IGST % Terms & Conditions 1. Our sk and responsibility cases on delivery of goods and we are not responditie for damages. shortages or theft in transat. 19 27% Intrest with be charged on bits remaining unpaid after due date 3 Payments within Invoice No. 1041 Date: 07/09/21 Delivery Note: Made of Payment: Buyers Order No.: Destination: Destination: State: Amount Rs. Ps. Amount Rs. Ps. So, 244/ Soro Las and Las Add CGST 9% 4,521-Add IGST 9% 4,521-Add IGS		yei:			-	,	0		
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Proprietor	2. 27%	Intrest will be charged on bills remaining unpaid after du	e date						
	3. Pay	ments within days		SAL	2		Proprietor		

Purchase Order

Page(s) 1 Of 1

20-09-2021 13:08:44



10.08.21 11:14:45

From Company: Soham Mansion Owners Association

5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003

GSTNo.:

Supplier Details	S 87		
Leela Steel Railing & Furniture	Doc No	79414	183094
Main office: 1-2-3-5/1, India Nagar Colony, Venkateshwara Temple Road, Beside Kattalmandi, Uppal, Hyderabad.	Doc Date	07-09-2021	
Roau, Beside Rattainiandi, Oppai, Hyderabad.	Quote No	Nil	
GSTIN 36CRBPB0826R1ZO	Quote Date	27-11-2018	
8125765219/7075802950	SupplyType	Supply And	Installation

Kind Attn: Mr. Mohan Ram

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6039 - Miscellaneous - SS Railing - NA - rft Railing	145.00	320.31	0.00	18.00	54,805.04
2 6039 - Miscellaneous - SS Railing - NA - rft Handle	19.00	200.00	0.00	18.00	4,484.00
		Total O	der Value	e	59,289.04

Terms and Conditions :-

Specification / Brand All items shall be of 'Jindal' brand. 202 grade, 50mm x 1.5mm thick, 44' length.

Payment Terms

After Delivery & Production of bill.

Tax

All taxes included in above price.

Delivery Date

Material delivered.

Delivery Location

Head Office

5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003

Phone. 040-66335551

Penality For Delay

Nil

Transportation Cost

Included in above price.

Warranty

Nil

Advance Paid

Nil

Other Terms

We reserve the right to reject items not conforming to quality and specifications. Above order for Soham Mansion staircase purpose.

Completion Date

Work completed.

Measurment Security

Nil Nil

Remarks

For	Soham	Mansion	Owners	Associatio
	Donain	Piulision	OWITCES	ASSUCIALIO

Authorised Signator

Accepted the above Terms And Conditions For Leela Steel Railing & Furniture

me :	Name :	Date ://

Requisition Form

Cmpar	pany Name: SMOA			Date:			07-09-2021		
Site & I	ite & Phase : SOHAM MANSION			Time:			09.30am		
Supplie	r	Mohan ram	2 2	121	Req. No.	•	7	183094	
Materia	al required before date	e:	Urgent		ID No.			68216	
No	De	escription		Si	ze	Quantity	Units	Inward No	Date
1	Ss railing			std		145	RFT		
2	Ss handle	9 G	*	19)'	01	. nos		
3						8		ESE (4)	
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Remark	s : Towards Soham i	mansion staircas	se purpos	e.		MANAGER MANAGER		75	
Prepare	ed By	Meenakshi	D.		Approve				12
Sign.&	Date	07-09-2021			Sign. &	Date			

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