PURCHASE DIVISION

Advice for approval for credit to supplier

M E

Date:	9/11/21	Prepared by:	Bhavani
PO/WO no.	81355	PO / WO Date.	6/10/21
Supplier Name	Shiv Shakti machine tools Hardware & Electricals	PO/WO amount	885
Firm/Company	MCMET	Project	manilal modi memorial Hospital
Sl. No.	Bill No.	Bill Date	Bill amount
1	2021-22/3274/SS	21/10/21	885
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			885

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			98401	□ 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:	885
Amount E – PO / WO value:	885
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	15/11/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Pawan	[signature]					
Date	9/11/21	9/11/21					

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 : ssmtsecunderabad@gmail.com	Invoice No. **2021-22/3274/SS**	Dated **21-Oct-2021**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref. **3274**	Other Reference(s)
Buyer **MC Modi Educational Trust** M.G Road, Secunderabad GSTIN/UIN : 36AAATM5488Q2ZO State Name : Telangana, Code : 36	Buyer's Order No. **81355-162145**	Dated **6-Oct-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	**Cut Off Wheel 105*1.2mm DW**	68042390	**30 pc**	25.00	pc		**750.00**
	CGST						**67.50**
	SGST						**67.50**
	Total		**30 pc**				**₹ 885.00**

Amount Chargeable (in words)

E. & O.E

INR Eight Hundred Eighty Five Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
68042390	750.00	9%	67.50	9%	67.50	135.00
Total	**750.00**		**67.50**		**67.50**	**135.00**

Tax Amount (in words) : **INR One Hundred Thirty Five 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

INWARD
Inward No. 10277 Dt. 23/10/21
MRN No. 98401 Dt. 27/10/21
Received By: Sign
MC MODI EDUCATIONAL TRUST

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 86454
Date: 3-11-21
Sign:

Purchase Order

81355
05.10.21 5:00:32

 07-10-2021 2:00:05 PM Copy

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	**Doc No**	81355	162145
2-3-7, MG Road, Beside ICICI Bank, Secunderbad-03,(T,S)	**Doc Date**	06-10-2021	
	Quote No	NIL	
GSTIN 36ADQFS9120G1ZQ	**Quote Date**	29-09-2021	
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	30.00	25.00	0.00	18.00	885.00
	Total Order Value . . .					**885.00**

Rupees : Eight Hundred Eighty Five Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivary & Production of bill
Tax	Included in the above price
Delivery Date	Next Day.
Delivery Location	Manilal Modi Memorial Hospital . 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 resreve the right to reject the item not confirming to the specifications . Above order for terrace extra coloumns rods cutting purpose.
Completion Date	NIL
Measurment	NIL
Security	NIL
Remarks	

For ***MC Modi Educational Trust***

Authorised Signatory

Name : ____________

Name : ____________

Accepted the above Terms And Conditions

For ***Shiv Shakti Machine Tools Hardware &***

Date : __/__/____

83744
57644

1257

Requisition Form

Company Name:	MCMET	Date:	29-09-2021
Site & Phase :	Mahilal modi memorial hospital	Time:	14:31
Supplier		Req. No.	162145
Material required before date: 01-10-2021		ID No.	69821

No	Description	Size	Quantity	Units	Inward No	Date
1	Rod cutting blades	-	30	Nos		
2						
3	81355					
4						
5						
6						
7						
8						
9						
10						

Remarks : Towards Terrace extra columns rods cutting purpose.

Prepared By	Soundarya	Approved by	T. Madhu
Sign.& Date	29-09-2021	Sign. & Date	29-09-2021

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

APPROVED
-6 OCT 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE