PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	14/11/2021	Prepared by:	K. Sneha
PO/WO no.	81912	PO / WO Date.	21/10/21
Supplier Name	Veerabhadra Enterprises	PO/WO amount	354/-
Firm/Company	Mehta&Modi Realty Kowtur-(cp	Project	GHT
Sl. No.	Bill No.	Bill Date	Bill amount
1	521	25/10/21	354/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			354/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	←	—	11659	☑ 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:	354/-
Amount E – PO / WO value:	354/-
Amount F – Difference (A – E): GST-18%	354/-
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	28/11/21
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sneha	[signature]					
Date	14/11/21	14/11/21					

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/-

GSTIN No. 36AEMPG9276J1ZV

TAX INVOICE / CASH / CREDIT

Ph : 27810914
Cell : 7989596166

Veerabhadra Enterprises

Dealers in : Chemicals, Acids & General Goods

D. No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003. | Email : veerabhadra1930@gmail.com

Name : Mehta & Modi Realty Kowkur LLP	Invoice No. : 521
Address : M.G. Road Sec-bad-3	Invoice Date : 25/10/21
Po no: 81912 GSTIN No: 36ABLFM7631F2Z3.	DC No. :
State : T.S. State Code : 36	State : Telangana State Code : 36

Transportation Mode : Vehicle Number : Date of Supply :

S. No	Description of Goods	HSN Code	Qty.	Rate	Taxable Value 5%	18%	12% - 0%
1	Dustbin covers.		3	100/-		300-00	

INWARD
Inward No: 11659 Dt: 28/10/21
MRN No: 98648 Dt: 30/10/21
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP

14/12

SUMMIT SALES LLP
IN WARD
No: 36808
Date: 14/11/21
Sign:
R.R. DIST

	Total Amount before Tax		
Amount in words :	Add SGST		27.00
	Add CGST		27.00
	Add IGST		
Bank Details : A/c No. 303011023425 Branch : General Bazar, Secunderabad, IFSC Code : KKBK0007450 Main Branch : Kotak Mahindra Bank	Round Off		
	Total Amount after Tax		354-00
	Total Tax Amount		GRAND TOTAL 354.00

Terms & Conditions :
- All Cheques Should be in Favour of M/s. Veerabhadra Enterprises, Hyderabad only
- Cheques Subject to realisation.
- Goods once sold will not be taken back.

Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

 21-10-2021 14:11:54 C

Purchase Order

81912
19.10.21 5:30:09

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Veerabhadra Enterprises	**Doc No**	81912	140838
D.No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003.	**Doc Date**	21-10-2021	
	Quote No	Nil	
GSTIN 36AEMPG9276J1ZV	**Quote Date**	08-04-2021	
040 - 66338850 9246269111	**SupplyType**	Supply	

Kind Attn : Mr. Venkatesh.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4051 - Consumables - Polythene Covers - other - pkts *Dust Bin Covers*	3.00	100.00	0.00	18.00	354.00
					Total Order Value . . .	**354.00**

Rupees : Three Hundred Fifty Four 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	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
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 site use Purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

completed.

28.10.21

For *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

Name : ____________

Name : ____________

Accepted the above Terms And Conditions

For *Veerabhadra Enterprises*

Date : __/__/____

1358

Requisition Form

Company Name:	MMR Kowkur llp	Date:	21-10-2021
Site & Phase :	GHT	Time:	10:20
Supplier		Req. No.	140838
Material required before date:		ID No.	70489

No	Description	Size	Quantity	Units	Inward No	Date
1	Lizol	250ml	6	No.s		
2	Harpic	500ml	6	No.s		
3	Air freshners	Big	6	No.s		
4	Odonil 81906	Std	6	No.s		
5	Dust pan	Std	03	Nos		
6	Cocount brooms	Big	2	Dozens		
7	Dustbin covers ·81912	Big	2	Packets		
9						
10						

Remarks: - For ght site use purpose

Prepared By	K.Sneha	Approved by	A.Suresh
Sign.& Date	21-10-2021	Sign. & Date	21-10-2021

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