

(M)

(E)

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 4/12/21		Prepared by: BHAVANI					
PO/WO no. 82727		PO / WO Date. 18/11/21					
Supplier Name shweta computers		PO/WO amount 3700					
Firm/Company mppc		Project HO					
Sl. No.	Bill No.	Bill Date	Bill amount				
1	00026792	30/11/21	3700				
2			/				
3			/				
4			/				
Amount A - Bills total(Excluding Transport & Hamali Charges):			3700				
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	/	/	/	<input type="checkbox"/> Yes <input type="checkbox"/> No			
2.	/	/	/	<input type="checkbox"/> Yes <input type="checkbox"/> No			
3.	/	/	/	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B - Other Credits : Transportation charges			-				
Amount C - Other Debits :			-				
Amount D (D=A+B-C) - Amount to be credited to the supplier:			3700				
Amount E - PO / WO value:			3700				
Amount F - Difference (A - E): GST-18%			-				
Quantity received as per PO /WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)					
Is difference between PO / Bill acceptable?		<input type="checkbox"/> Yes <input type="checkbox"/> No (explained below)					
Excess / short material received		<input type="checkbox"/> Approved - within acceptable limits <input type="checkbox"/> No (explained below)					
Close PO / W?O		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No - wait for balance material <input type="checkbox"/> No (explained below)					
Advance paid / PDC given (deduct when paying)		<input checked="" type="checkbox"/> Yes - Rs. ___/- <input type="checkbox"/> No Rs - 3700 by cheque					
Payment - due date		13/12/21					
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts - receiver of bill	Accountant	Accounts Manager
Sign:							
Date:	4/12/21	6/12/21					

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

Original for Receptient Triplicate for Supplier
 Duplicate for Transporter Extra Copy

SHWETA COMPUTERS

SHOP NO. 1,2,3 AND 4, GROUND FLOOR, CHENOY TRADE CENTRE,
 PARKLANE, SECUNDERABAD TELANGANA HYDERABAD 500003

State Name 36 - Telangana
 Phone: 040-66143437, 66143438, 66143439,
 Email: Shwetacomputers@shwetagroup.com
 GSTIN: 36ACUFS2935A1ZZ
 PAN: ACUFS2935A

Bill To:
MODI PROPERTIES PVT.LTD.
 #5-4-187/3 & 4 RANIJUNJ
 SEC-BAD 6633555 19502199355

State : 36 - Telangana
 #PO NO: 82727 DATED: 18-11-2021

Invoice No. : 00026792
 Invoice Date : 30/11/2021
 GSTIN : 36AABCM4761E1ZM
 PAN : AABCM4761E

Po 82727 18/11/21

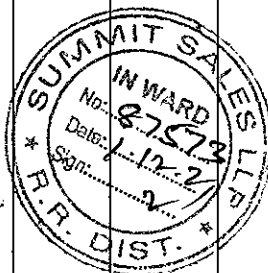
Ship to:

SI	Product Description	HSN/ SAC	Qty	Rate (incl GST)	Rate	Taxable Amount	CGST		SGST		IGST	
							%	Amt	%	Amt	%	Amt
1	HDD 1 TB LAPTOP SGT	84717020	1	3700.00	3135.59	3135.59	9.00	282.20	9.00	282.20	0.00	0.00
	CGST				9.00	282.20						
	SGST				9.00	282.20						
	ROUND OFF				0.00	0.01						
Grand Total:												
					1	3700.00	282.20	282.20				

INWARD

Inward No: 612	Date: 30/11/21
MRN No:	Date:
Received By: <i>Jagadeesha</i>	Sign: <i>[Signature]</i>

MODI PROPERTIES



Bank Details :

HDFC BANK PARADISE A/C NO : 50200010045314, IFSC: HDFC0000042

Terms & Condition :

1. No warranty for burnt/Physical damage goods.
2. For Warranty bring Product with box.
3. In case of default interest payable @ 24% p.a. from bill date
4. All disputes are subject to HYDERABAD jurisdiction
5. Payment should be sent through A/c payee cheque/Draft only
6. Standard Warranty 11 months from the date of Invoice.
7. No warranty on adaptor,cables,earphone,other accessories & consumables products etc

E.&O.E
For SHWETA COMPUTERS



Authorised Signatory

SERVICE TIME : MONDAY TO FRIDAY 12 Noon to 5 PM

Purchase Order



Page(s) 1 of 1

18-11-2021 13:38:02

Origin

82727
12.11.21 5:08:07

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IIInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Shweta Computers Shop no. 1 to 4 & 1A, 2A, 58A, 59A, Chenoy Trade Centre, Parklane, Secunderabad - 500 003. GSTIN 36ACUFS2935A1ZZ 9248091726	Doc No	82727	183287
	Doc Date	18-11-2021	
	Quote No	Nil	
	Quote Date	29-10-2021	
	SupplyType	Supply	

Kind Attn : Mr.Irfan

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 3529 - Computers and Peripherals - Hard Disk - NA - Nos 1 TB	1.00	3,700.00	0.00	0.00	3,700.00
Total Order Value . . .					3,700.00

Rupees : Three Thousand Seven Hundred Only.

Terms and Conditions :-

- Specification /** All items shall be of Dell brand
- Payment Terms** 100% as advance
- Tax** Inclusive of all taxes
- Delivery Date** Next Day.
- Delivery Location** Head Office
5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003
Phone. 040-66335551
- Penalty For Delay** Nil
- Transportation** Transport cost shall be borne by us.
- Warranty** Nil
- Advance Paid** 3700 /-
- Other Terms** We reserve the right to reject items not conforming to quality and specifications. above order for HO Naveen Accounts manager Purpose
- Completion Date** Nil
- Measurment** Nil
- Security** Nil
- Remarks**

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name : _____

Name : _____

Accepted the above Terms And Conditions

For **Shweta Computers**

Date : ___/___/___

Requisition Form

1437

Company Name:		Modi Properties LLP		Date:		17-11-21	
Site & Phase :		Head office		Time:			
Supplier				Req. No.		183287	
Material required before date:			ID No.			71298	
No	Description	Size	Quantity	Units	Inward No	Date	
1	1 TB HDD		1	No			
2							
3							
4							
5	82727						
6							
7							
8							
9							
10							
Remarks: This is for HO Naveen Accounts manager							
Prepared By		K.Suneel		Approved by			
Sign.& Date		17-11-21		Sign. & Date			

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

Requisition Form

Company Name:				Date:			
Site & Phase :				Time:			
Supplier				Req. No.			
Material required before date:			ID No.				
No	Description	Size	Quantity	Units	Inward No	Date	
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
Remarks:							
Prepared By				Approved by			
Sign.& Date				Sign. & Date			

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