PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	15/12/21	Prepared by:	Prabhakar.
PO/WO no.	8001	PO / WO Date.	24/8/21
Supplier Name	Vidhi Marketing	PO/WO amount	1,52,000-00
Firm/Company	MPPL	Project	H.O
Sl. No.	Bill No.	Bill Date	Bill amount
1.	VM-BAL-381	21-10-21	1,52,000-00
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,52,000-00

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.				☑ Yes ☐ No
2.				☑ Yes ☐ No
3.				☑ Yes ☐ No
4.				☑ Yes ☐ No

Amount B –Other Credits : Hamali charges	
Amount C –Other Debits :	
Amount D (D=A+B-C) – Amount to be credited to the supplier:	1,52,000-00
Amount E – PO / WO value:	1,52,000-00
Amount F – Difference (A – E):	
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	20/12/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		15/12					

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

VIDHI MARKETING

P.No.6-188/3,SLNS Clony,Behind More Super Market,
Balapur'X'Roads,Hyderabad-500058
Phone no.: 9959637980,8639702992
Email: info.vidhimarketing@gmail.com
GSTIN: 36IUAPS2457B1ZM
State: 36-Telangana

Invoice No. **VM-BAL-381**	Date **21-10-2021**
E-way Bill number **111391537986**	Place of supply **36-Telangana**
PO date **19-10-2021**	PO number **80081/183138**

Bill To

MODI PROPERTIES PVT LTD

5-4-187/3&4, 2ND floor, M.G Road, Secunderabad: 500003

Contact No.: 040-66335551

GSTIN Number: 36AABCM4761E1ZM

State: 36-Telangana

#	Item name	HSN/ SAC	Quantity	Price/ Unit	Taxable amount	GST	Amount
1	VOLTAS CASSETTE AC2TON 243VCZMM	84158210	2	□ 59,375.00	□ 1,18,750.00	□ 33,250.00 (28%)	□ 1,52,000.00
	Total		**2**		**□ 1,18,750.00**	**33,250.00**	**□ 1,52,000.00**

Invoice Amount In Words

One Lakh Fifty Two Thousand Rupees only

Payment Mode

Credit

Amounts:

Sub Total	1,52,000.00
Total	**□ 1,52,000.00**
Received	0.00
Balance	1,52,000.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
84158210	□ 1,18,750.00	14%	□ 16,625.00	14%	□ 16,625.00	□ 33,250.00
Total	**□ 1,18,750.00**		**16,625.00**		**16,625.00**	**33,250.00**

Terms and conditions:

1.Goods once sold will not be taken back or exchanged
2.Warranty in respected of any product shall be of the manufacturer in accordance with their terms & conditions
3.Subject to Hyderabad Jurisdiction. E.& O.E

Company's Bank details:

Bank Name: HDFC BANK

Bank Account No.: 50200027217860

Bank IFSC code: HDFC0000218

For, VIDHI MARKETING

VIDHI MARKETING Hyderabad Balapur X road

Authorized Signatory

MODI PROPERTIES PVT. LTD. SECBAD

22/10

INWARD
Inward No: 482 Dt: 22/10/21
MRN No: Dt:
Received By: Jamarjit Sir Sign:
MODI PROPERTIES

SUMMIT SALES LLP R.R. DIST.
INWARD No: 85117 Date: 10/12 Sign:

Note: This is duplicate bills received on 08/12/21

08/12/21

Purchase Order

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80081
27.08.21 3:29:57

Div.Copy

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

Supplier Details			
Vidhi Marketing	**Doc No**	80081	183138
H no-16-2-147/61/A,Rajbir Villa,Proffessors colony,Malakpet, Hyderabad-36.	**Doc Date**	27-08-2021	
	Quote No	Nil	
GSTIN 36IUAPS2457B1ZM	**Quote Date**	27-08-2021	
9959637980 9959637980	**SupplyType**	Supply	

Kind Attn : Mukesh Sharma

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	5018 - Equipment - machinery - Cassette AC - NA - nos *Voltas 2 tones*	2.00	59,375.00	0.00	28.00	152,000.00
					Total Order Value . . .	**152,000.00**

Rupees : One Lakh(s) Fifty Two Thousand Only.

Terms and Conditions :-

Specification /	Brand will be Voltas for split AC and Cassette AC, inverter AC`s, no copper pipe will come for Cassette AC
Payment Terms	100% Advance payment
Tax	Included in the above price
Delivery Date	With in 2 days
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	Extra as per actuals
Warranty	4 years on compressor one year on AC for Cassette and Split AC, Inver ter ACs
Advance Paid	By cheque................Rs. 1,52,000-00, dated.....................
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Installation charges& Stands also included in the above rates for split AC, Above order is for HO, purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Extra copper pipe apart from 3 meters will be chargable Rs.650 as per meter excluding GST, from cool solutions, AC`s will come with Gas filled in compressors.

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name : ______________________

Name : ______________________

Accepted the above Terms And Conditions

For ***Vidhi Marketing***

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	08-08-2021
Site & Phase :	HEAD OFFICE	Time:	11:30AM
Supplier		Req. No.	183138
Material required before date:	Urgent	ID No.	68688

No	discription	Size	Quantity	Units	Inward No	Date
1	Cassette AC	2 tones	02			
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks :Towards 2nd floor cabin purpose.

Prepared By	Meenakshi.N	Approved by	
Sign.& Date	08-08-2021	Sign. & Date	

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