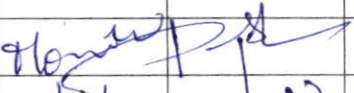


PURCHASE DIVISION
Advice for approval for credit to supplier

(6)

Date:		21/12/21		Prepared by:		Hansu	
PO/WO no.		83808		PO / WO Date.		14/12/21	
Supplier Name		Rebill Zone		PO/WO amount		4721-	
Firm/Company		MPPPL		Project		H0	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	3320	14/12/21		4721-			
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						4721-	
Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN			
1.				☒ 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:						4721-	
Amount E – PO / WO value:						4721-	
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			27/12/21				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	21/12/21 21/12						

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. 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

- Laser Toners
- Ink Jets
- Ribbons
- Xerox Cartridges

Refill Zone

The Complete Refilling & Printer Solutions...

223, 2nd Floor, Kubera Towers, Narayanguda, Hyderabad-500029.

E-mail: refillzone1234@gmail.com

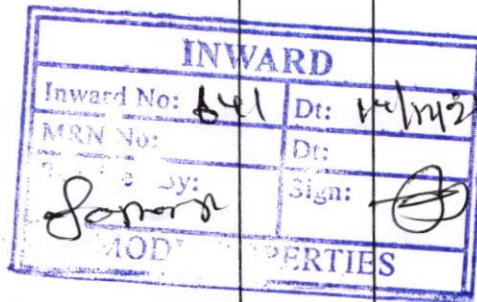
GSTIN No : 36AMEPB3612K1ZD

Cell: 9908271234

Invoice No: 3320	Invoice Date: 14/12/21	PO. No.	DC No.
State: TELANGANA	STATE CODE: 36		

Bill to M/s. MODS PROPERTIES PVT LTD Address: Ramnagar GSTIN: 36AABCLM4761E1ZM. STATE CODE: 36	Shift to:
---	-----------

Sl. No.	Name of Product / Service	HSN Code	QTY	RATE	AMOUNT	
					Rs.	Ps.
1.	Refilling B/T HP-12AT/R	8443	1	200	200	00
2.	Refilling C/T HP-88AT/R		1	200	200	00
3.	INKJET B/R					
4.	INKJET C/R					
5.	Toner Drum/C					
6.	Wiper Blade/c					
7.	Doctor Blade /C					
8.	Others					



Total Invoice Amount in Words : <i>Four hundred and seventy Two Rupees only.</i>	TOTAL AMOUNT BEFORE TAX :	400
Bank Details : Bank Name : Andhra Bank (Srinivasapuram Br.) Bank Account Number : 111011100000964 Bank Branch IFSC Code : ANDB0001110	ADD : CGST : 9%	36
	ADD : SGST : 9%	36
	ADD IGST : 18%	72
	TOTAL AMOUNT AFTER TAX :	472
Terms and Conditions : E & O. E 1. Goods once sold will not be taken back. 2. Interest @ 24% p.a. be charged if the payment is not made with in the stipulated time. 3. Subject to "Telangana" Jurisdiction only.		Certified that the particulars given above are true and correct. FOR Refill Zone Authorised Signatory

Purchase Order



83808

5:35:00

Page(s) 1 Of 1

21-12-2021 15:52:07

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

Refill Zone
#223, 2nd floor, Kubera Towers, Naryanguda,Hyderbad-29.

GSTIN 36AMEPB3612K1ZD

65817414

9908271234

Doc No	83808	183337
Doc Date	14-12-2021	
Quote No	Nil	
Quote Date	14-12-2021	
SupplyType	Supply	

Kind Attn : Mr.Venki

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 3523 - Computers and Peripherals - Toner refill - NA - nos 12A	1.00	200.00	0.00	18.00	236.00
2 3523 - Computers and Peripherals - Toner refill - NA - nos 88A	1.00	200.00	0.00	18.00	236.00
Total Order Value . . .					472.00

Rupees : Four Hundred Seventy Two 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** Same 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** Nil**Other Terms** We reserve the right to reject items not conforming to quality and specifications. Above order for HO purpose**Completion Date** Nil**Measurment** Nil**Security** Nil

Remarks Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery /DC can be sent by email.

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Refill Zone**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		Modi Properties Pvt Ltd		Date:		14-12-2021	
Site & Phase :		Head office		Time:			
Supplier				Req. No.		183337	
Material required before date:					ID No.		72270
No	Description	Size	Quantity	Units	Inward No	Date	
1	12A toner refilling		1	No			
2	88A		1	No			
3							
4							
5							
6							
7							
8							
9							
10							
Remarks: This is for Head office							
Prepared By		Suneel		Approved by			
Sign.& Date		14-12-2021		Sign. & Date			

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