PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	20/12/21	Prepared by:	Sneha
PO/WO no.	83169, 83292	PO / WO Date.	1/12/21, 4/12/21
Supplier Name	Sri balaji Enterprises	PO/WO amount	6,336.60 + 3,658 = 9994.6/-
Firm/Company	mehta & modi Koukulla	Project	GHT
Sl. No.	Bill No.	Bill Date	Bill amount
1	146	10/12/21	10,207/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			10,207/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—	100578	☑ 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:	10,207/-
Amount E – PO / WO value:	9994.6/-
Amount F – Difference (A – E): GST-18%	212.4/-

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:	Sneha	[signature]					
Date	20/12/21	20/12					

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

SRI BALAJI ENTERPRISES # 14-1-418, NEAR ROCKET GROUND NEW AGHAPURA HYDERABAD 500001 T.S Phone no.: 9030605690 Email: seetaram.joshi@yahoo.com GSTIN: 36AEIPJ0494H1ZF State: 36-Telangana	Invoice No. **146** Date **10-12-2021** Place of supply **36-Telangana** PO date **01-12-2021** PO number **83169/83292** Vehicle Number **TS09UC-7862**
Bill To **MEHTA & MODI REALTY KOWKUR LLP** 5-4-187/3&3,2 nd floor MG Road Secunderabad 500003 Contact No.: 9502232100 GSTIN Number: 36ABLFM7631F1Z3 State: 36-Telangana	Ship To GREENWOOD HEIGHTS Sy no 196 kowkur Rangareddy -

#	Item name	HSN/ SAC	Size	Quantity	Unit	Price/ Unit	GST	Amount
1	L-PATI 1X1	8302	1X1	400	NOS	₹ 3.00	₹ 216.00 (18%)	₹ 1,416.00
2	SCREWS 75X8MM (100 PER PKT)		75X8MM	5	PKT	₹ 300.00	₹ 270.00 (18%)	₹ 1,770.00
3	SS SCREWS 25X6MM (100 PER PKT)		25X6MM	10	BOX	₹ 125.00	₹ 225.00 (18%)	₹ 1,475.00
4	SS SCREWS 35X6MM (100 PER PKT)		38X6MM	10	BOX	₹ 160.00	₹ 288.00 (18%)	₹ 1,888.00
5	SCREWS 100X8MM (100 PER PKT)		100X8MM	5	PKT	₹ 620.00	₹ 558.00 (18%)	₹ 3,658.00
	Total			**430**			**₹ 1,557.00**	**₹ 10,207.00**

Invoice Amount In Words

Ten Thousand Two Hundred Seven Rupees only

Amounts:

Sub Total	₹ 10,207.00
Total	**₹ 10,207.00**
Received	₹ 0.00
Balance	₹ 10,207.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
	₹ 7,450.00	9%	₹ 670.50	9%	₹ 670.50	₹ 1,341.00
8302	₹ 1,200.00	9%	₹ 108.00	9%	₹ 108.00	₹ 216.00
Total	**₹ 8,650.00**		**₹ 778.50**		**₹ 778.50**	**₹ 1,557.00**

Terms and conditions:

Thanks for doing business with us!

Company's Bank details:

Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY

Bank Account No.: 4312001151

Bank IFSC code: KKBK0000553

Account Holder Name: SRI BALAJI ENTERPRISES

For, SRI BALAJI ENTERPRISES

Authorized Signatory

SRI BALAJI ENTERPRISES SBE HYD.

SUMMIT SALES LLP R.R. DIST. INWARD No: 88160 Date: 11/12 Sign:

Tax Invoice

SRI BALAJI ENTERPRISES # 14-1-418, NEAR ROCKET GROUND NEW AGHAPURA HYDERABAD 500001 T.S Phone no.: 9030605690 Email: seetaram.joshi@yahoo.com GSTIN: 36AEIPJ0494H1ZF State: 36-Telangana	Invoice No. **146**
	Date **10-12-2021**
	Place of supply **36-Telangana**
	PO date **01-12-2021**
	PO number **83169/83292**
	Vehicle Number **TS09UC-7862**

Bill To

MEHTA & MODI REALTY KOWKUR LLP

5-4-187/3&3,2 nd floor
MG Road Secunderabad
500003

Contact No.: 9502232100

GSTIN Number: 36ABLFM7631F1Z3

State: 36-Telangana

Ship To

GREENWOOD HEIGHTS
Sy no 196 kowkur Rangareddy -

#	Item name	HSN/ SAC	Size	Quantity	Unit	Price/ Unit	GST	Amount
1	L-PATI 1X1	8302	1X1	400	NOS	₹ 3.00	₹ 216.00 (18%)	₹ 1,416.00
2	SCREWS 75X8MM (100 PER PKT)		75X8MM	5	PKT	₹ 300.00	₹ 270.00 (18%)	₹ 1,770.00
3	SS SCREWS 25X6MM (100 PER PKT)		25X6MM	10	BOX	₹ 125.00	₹ 225.00 (18%)	₹ 1,475.00
4	SS SCREWS 35X6MM (100 PER PKT)		38X6MM	10	BOX	₹ 160.00	₹ 288.00 (18%)	₹ 1,888.00
5	SCREWS 100X8MM (100 PER PKT)		100X8MM	5	PKT	₹ 620.00	₹ 558.00 (18%)	₹ 3,658.00
	Total			**430**			**₹ 1,557.00**	**₹ 10,207.00**

Invoice Amount In Words

Ten Thousand Two Hundred Seven Rupees only

Amounts:

Sub Total	₹ 10,207.00
Total	**₹ 10,207.00**
Received	₹ 0.00
Balance	₹ 10,207.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
	₹ 7,450.00	9%	₹ 670.50	9%	₹ 670.50	₹ 1,341.00
8302	₹ 1,200.00	9%	₹ 108.00	9%	₹ 108.00	₹ 216.00
Total	**₹ 8,650.00**		**₹ 778.50**		**₹ 778.50**	**₹ 1,557.00**

Terms and conditions:

Thanks for doing business with us!

INWARD
Inward No: 11841 Dt: 13/12/21
MRN No: 100578 Dt: 13/12/21
Received 100577 Sign:
MEHTA & MODI REALTY KOWKUR LLP

Company's Bank details:

Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY

Bank Account No.: 4312001151

Bank IFSC code: KKBK0000553

Account Holder Name: SRI BALAJI ENTERPRISES

For, SRI BALAJI ENTERPRISES

Authorized Signatory

SRI BALAJI ENTERPRISES SBE HYD.

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 88529
Date: 12/12
Sign:

Purchase Order

83169
25.11.21 3:45:34

 01-12-2021 4:48:39 PM

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

Supplier Details			
Sri Balaji Enterprises	**Doc No**	83169	140907
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc Date**	01-12-2021	
	Quote No	NIL	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	29-11-2021	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9598 - Tools - Bracket - NA - Nos	340.00	3.00	0.00	18.00	1,203.60
2	2156 - Carpentry - hardware - S.S. Screws - other - pkts *75 x 8mm - 100 per packet*	5.00	300.00	0.00	18.00	1,770.00
3	2156 - Carpentry - hardware - S.S. Screws - other - pkts *25 x 6mm- 100 per packet*	10.00	125.00	0.00	18.00	1,475.00
4	2156 - Carpentry - hardware - S.S. Screws - other - pkts *35 x 6mm - 100 per packet*	10.00	160.00	0.00	18.00	1,888.00
				Total Order Value . . .		**6,336.60**

Rupees : Six Thousand Three Hundred Thirty Six and Paise Sixty 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 A Block civil work WPC Doors frame work purpose at site.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Mehta & Modi Kowkur LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Name : ____________

Name : ____________

Date : __/__/____

1483

Requisition Form

Company Name: -	Mehta& modi realty kowkur llp	Date:	29-11-2021
Site & Phase :	GHT	Time:	14.00
Supplier	SRI BALAJI ENTERPRISES	Req. No.	140907
Material required before date:		ID No.	71596

No	Description	Size	Quantity	Units	Inward No	Date
1	L - PATTI (HSN /SAC 8302)	1'' X1''	340	Nos		
2	SCREWS (150 per pack)	75 X8 MM	5	Packets		
3	SS Screws (8302)	25 x 6 MM	10	Box		
4	SS Screws (100 per pack)	35 x 6 mm	10	Box		
5						
6						
7	83169.					
8						
9						
10						

Remarks: - For A Block Civil work WPC Door frame work purpose Purpose

Prepared By	A Suresh	Approved by	
Sign.& Date	29-11-2021	Sign. & Date	

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

APPROVED
30 NOV 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Purchase Order

 04-12-2021 2:31:09 PM

83292
02.12.21 2:43:08

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

Supplier Details			
Sri Balaji Enterprises	**Doc No**	83292	140922
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc Date**	04-12-2021	
	Quote No	NIL	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	01-12-2021	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2156 - Carpentry - hardware - S.S. Screws - other - pkts *4.85 x 100mm--4"*	5.00	620.00	0.00	18.00	3,658.00
				Total Order Value . . .		**3,658.00**

Rupees : Three Thousand Six Hundred Fifty Eight 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 A block civil work 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 invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email

For *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

07/12/2021

Name :

Accepted the above Terms And Conditions

For *Sri Balaji Enterprises*

Name :

Date : __/__/____

Requisition Form

1497

Company Name:	Mehta& modi realty kowkur llp	Date:	01-12-2021
Site & Phase :	GHT	Time:	11.00
Supplier	~~SSLLP~~	Req. No.	140922
Material required before date: 02-12-2021		ID No.	71689

No	Description	Size	Quantity	Units	Inward No	Date
1	SS Screws (4.85 x 100 mm)	4''	05	Box		
2						
3						
4						
5	83292.					
6						
7						
8						
9						
10						

APPROVED
07 DEC 2021
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: - For A Block Civil work Purpose

Prepared By	A Suresh	Approved by	
Sign.& Date	01-12-2021	Sign. & Date	

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