

PURCHASE DIVISION
Advice for approval for credit to supplier

(8)

Date: 20/12/21		Prepared by: Mani	
PO/WO no. 82500		PO / WO Date. 13/11/21	
Supplier Name: Elegant Enterprise		PO/WO amount: 8,850/-	
Firm/Company		Project	
Sl. No.	Bill No.	Bill Date	Bill amount
1	EE-2122-0373	13/11/21	8,850/-
2			
3			
4			
Amount A - Bills total(Excluding Transport & Hamali Charges):			8,850/-
Sl. No.	DC No.	DC. Date	MRN No.
1.			99231
2.			
3.			
Amount B - Other Credits : Transportation charges			-
Amount C - Other Debits :			-
Amount D (D=A+B-C) - Amount to be credited to the supplier:			8,850/-
Amount E - PO / WO value:			8,850/-
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
MD	Accounts - receiver of bill	Accountant	Accounts Manager
Sign:			
Date	20/12/21		

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 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. 0,000/- 7. MD to approve all bills above 1,00,000/-

[illegible]

INWARD WITH TIME

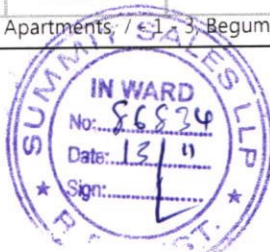
Head Office: Block - A

Inward No. 94 Date: 13/1/21

MRN No. 99231 Date: 15/1/21

Received by: [Signature] Sign: [Signature]

MHPL-SOV-PART-III



Purchase Order

Page(s) 1 Of 1

13-11-2021 12:26:52 PM



82500

09.11.21 4:15:36

From Company : **Modi Housing Pvt.Ltd**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AADCM5906D2Z0

Supplier Details

Elegant Enterprises
5-4-187/7/3, Karbala Maidan, M.G.Road, Secunderbad-500003.

GSTIN 36AJBPK0412E1ZY

66385358

9985113450/9885073880

Doc No	82500	185057
Doc Date	10-11-2021	
Quote No	Nil	
Quote Date	08-11-2021	
SupplyType	Supply	

Kind Attn : Mr.Gaurang Kadakia/Mahesh Kadakia

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4730 - Electrical - other - Timer - NA - nos L & T	5.00	1,500.00	0.00	18.00	8,850.00
Total Order Value . . .					8,850.00

Rupees : Eight Thousand Eight Hundred Fifty Only.

Terms and Conditions :-

Specification /	All items shall be of 'L&T' brand.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Silver Oak Villas Part III Sy.No.11,12,14,15,16,17,18, 294 Phone. 0
Penalty For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	1 year on all items.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for street light connection for on and off purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Modi Housing Pvt.Ltd**

Authorised Signatory

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name : _____

Name : _____

Date : __/__/__

1438

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

