PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	6/1/22	Prepared by:	Monika
PO/WO no.	82115	PO / WO Date.	27/10/21
Supplier Name	Naveen Metal udyog	PO/WO amount	14,160/-
Firm/Company	MCR LLp	Project	Nentpolis
Sl. No.	Bill No.	Bill Date	Bill amount
1	258	30/10/21	14,160/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			14,160/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			98682	☑ 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:	14,160/-
Amount E – PO / WO value:	14,160/-
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	10/1/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Monika	APPROVED					
Date	6/1/22	06 JAN 2022					

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/-

GST No. : 36AGOPD8982C1Z4

TAX INVOICE
~~CASH~~ / CREDIT

Phone : 27712497
40042626

NAVEEN METAL UDYOG

4-5-155, PAN BAZAR, SECUNDERABAD - 500 003.

E-mail : nmuhyd@yahoo.co.in

M/s. Modi Constructions & Reality LLP
M G Road
Secunderabad

Phone ______ Fax ______

GST No. 36ABJFM5257F1Z3

Invoice No. : 258 Date : 30/10/21

P. O. No. & Date : 82115/186111 dt. 27/10/21

D. C. No. : Date :

Desp. Through : TS 10 VB 8387

HSN Code	PARTICULARS	Qty.	Unit Price	AMOUNT
7209	Sheet	3 Nos	@ 4000 each	12000=00
			SUB TOTAL	12000=00
			SGST @ 9%	1080=00
			CGST @ 9%	1080=00
			IGST @	
			G. TOTAL	14160=00

Time - 12:12
TS10VB8387

MODI PROPERTIES PVT. LTD. ★ SEC'BAD ★
INWARD
No. 219
Date 2/11/21
Sign.

INWARD
Inward No: 1253 Dt: 01/11/21
MRN No: 98682 Dt: 01/11/21
Received By: Sign:
MODI CONSTRUCTIONS & REALTY LLP

BANK : **PUNJAB NATIONAL BANK** Branch : M. G. Road, Secunderabad.
A/c. No. : 0625210318512 IFSC Code : PUNB0062520

Rupees fourteen thousand one hundred & sixty only

1. Goods once sold will not be taken back and No claim for shortage of damage will be entertained unless lodged within 24 hours.
2. Interest will be charged @ 18% per annum if payment is not made within 30 days.
3. Our responsibility ceases no sooner goods are handed over to the carrying agency.
4. Payment strictly by Account Payees Cheques only.
5. Subject to Secunderabad Jurisdiction only.

E & O. E.

For **NAVEEN METAL UDYOG**

Authorised Signatory

Purchase Order

 27-10-2021 14:01:56

82115
25.10.21 1:32:47

From Company : **Modi constructions & Reality LLP**
5-4-187/3&4, II nd floor, SOham Mansion, MG Road, Secunderabad-5
G S T No. : 36ABJFM5257F1Z3

Supplier Details			
Naveen Metal Udyog	**Doc No**	82115	186111
4-5-155, Pan Bazar, Sec-bad-03.	**Doc Date**	27-10-2021	
	Quote No	Nil	
GSTIN 36AGOPD8982C1Z4 27712497.	**Quote Date**	27-05-2021	
66382026. 9246297667	**SupplyType**	Supply	

Kind Attn : Mr.Surpat Singh Dugar/ Nikil Dugar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	8088 - Steel - other - MS Sheet - 16gauge - kgs *8' x 4' - 03 nos*	96.00	125.00	0.00	18.00	14,160.00
					Total Order Value . . .	**14,160.00**

Rupees : Fourteen Thousand One Hundred Sixty Only.

Terms and Conditions :-

Specification / Brand	Items shall be of 1st quality.
Payment Terms	Within 7days of delivery of all materials & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next day.
Delivery Location	Nextopolis Sy No 230 to 243, plot no 11, turkapally, shamirpet, medchal Phone. .
Penality For Delay	Nil
Transportation Cost	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 site use.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Modi constructions & Reality LLP*

Authorised Signatory

Name : 27/10/2021

Accepted the above Terms And Conditions

For *Naveen Metal Udyog*

Name : ______________________

Date : __/__/____

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Requisition Form

Company Name:	Modi constructions and realtors llp	Date:	25.10.2021
Site & Phase:	Nextopolis	Time:	10:30
Supplier:		Req. No.	186111
		ID No.	70589

No	Description	Size	Quantity	Units	Inward No	Date
1	MS sheets	8'x4'	03	Nos		
2						
3						
4	82115					
5						
6						

Remarks: Towards site use purpose.

Prepared By	S.shravya	Approved by	
Sign.& Date	25.10.2021	Sign. & Date	

APPROVED
27 OCT 2021
MANISH PARIKH
MANAGER PROCUREMENT

for
G. Rahul
25/10/21.