PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	27/01/22	Prepared by	Kavitha	Serial no.	-UC19∩∫
Supplier name	Shiva Shakti Machine Tools Hardware. Electricals			HO inward no.	
Firm/Company	Modi realty Mallapur	Project	GMR	HO received date	
PO/WO date	18/12/21	PO/WO No:	83706	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2021-22/4765/SS	21/01/22	4531/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	4531/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	102758	Proof of delivery matches MRN	☑ 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:	4531/-
Amount E – PO / WO value:	4531/-
Amount F – Difference (A – E):	–
Quantity received as per PO /WO	☑ Yes ☐ Excess received ☐ Short received ☐ Part received
Close PO / WO	☑ Yes ☐ No – wait for balance material ☐ Other
Payment – due date	31/01/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Kavitha				
Sign:	27/01/22				
Date					
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

Tax Invoice

Shiv Shakti Machine Tools Hardware and Electricals
2-3-7, M.G Road, Secunderabad.
PH: 8121002491
GSTIN/UIN: 36ADQFS9120G1ZQ
State Name : Telangana, Code : 36
E-Mail : ssmtsecunderabad@gmail.com

Invoice No. **2021-22/4765/SS**	Dated **21-Jan-2022**
Delivery Note	Mode/Terms of Payment
Supplier's Ref. **4765**	Other Reference(s)
Buyer's Order No. **83706-192548**	Dated **18-Dec-2021**
Despatch Document No.	Delivery Note Date
Despatched through	Destination
Terms of Delivery	

Buyer
Modi Reality Mallapur LLP
M.G Road, Secunderabad
GSTIN/UIN : 36AAEFM1459R1ZP
State Name : Telangana, Code : 36

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**Cut Off Wheel 105*1.2mm DW**	68042390	**48 pc**	25.00	pc		**1,200.00**
2	**UT- Marble Cutting Blade 125mm**	82022000	**24 pc**	110.00	pc		**2,640.00**
							3,840.00
	CGST						**345.60**
	SGST						**345.60**
	Less : ***R/O***						**(-)0.20**
	Total		**72 pc**				**₹ 4,531.00**

Amount Chargeable (in words) *E. & O.E*
INR Four Thousand Five Hundred Thirty One Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
68042390	1,200.00	9%	108.00	9%	108.00	216.00
82022000	2,640.00	9%	237.60	9%	237.60	475.20
Total	**3,840.00**		**345.60**		**345.60**	**691.20**

Tax Amount (in words) : **INR Six Hundred Ninety One and Twenty paise Only**

Company's Bank Details
Bank Name : **Kotak Mahindra Bank**
A/c No. : **1045741606**
Branch & IFS Code : **SD Road, Secunderabad & KKBK0007533**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.Interest will be charged on overdue invoices @ 24 % P.A *if more than 45 days.*

for Shiv Shakti Machine Tools Hardware and Electricals

Authorised Signatory

This is a Computer Generated Invoice

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 90193
Date: 22/01
Sign: ...

INWARD
MODI REALTY MALLAPUR LLP
Inward No 7542 Dt. 22/01/22
GRN No 10278 Dt. 27/1/22
Received By.... Sign....

Purchase Order

 21-12-2021 11:43:13 AM

83706
15.12.21 11:28:55

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details

Shiv Shakti Machine Tools Hardware & Electricals
2-3-7, MG Road, Beside ICICI Bank, Secunderbad-03,(T,S)

GSTIN 36ADQFS9120G1ZQ
8121002491 8374457644

Doc No	83706	192548
Doc Date	18-12-2021	
Quote No	NIL	
Quote Date	17-12-2021	
SupplyType	Supply	

Kind Attn : Mr.Shivang Gupta

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9550 - Tools - Machine Blade - other - nos *rod cutting blades-4"*	48.00	25.00	0.00	18.00	1,416.00
2	9550 - Tools - Machine Blade - other - nos *Wall cutting blades- 5"*	24.00	110.00	0.00	18.00	3,115.20
				Total Order Value . . .		**4,531.20**

Rupees : Four Thousand Five Hundred Thirty One and Paise Twenty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of the Bill
Tax	Included in the above price
Delivery Date	Next Day.
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _______, Admin 9502211011
Penality For Delay	NIL
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	NIL
Other Terms	We resreve the right to reject the item not confirming to the specifications . Above order for rod and wall cutting 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 *Modi Reality Mallapur LLP*
Authorised Signatory

Name : ______________

Accepted the above Terms And Conditions
For *Shiv Shakti Machine Tools Hardware &*

Name : ______________

Date : __/__/____

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Requisition Form

Company Name:	MODI REALTY MALLAPUR LLP	Date:	17.12.2021
Site & Phase :	GULMOHAR RESIDENCY	Time:	16:35
Supplier		Req. No.	192548
Material required before date:	18.12.2021	ID No.	72173.

No	Description	Size	Quantity	Units	Inward No	Date
1.	Road cutting blades	5"	48	No's		
2.	Wall cutting blades	5"	24	No's		
3.						
4.						
5.						
6.	83706.					
7.						
8.						
9.						
10.						

Remarks: For road cutting and wall cutting purpose at GMR site.

Prepared By	A.janaki	Approved by	
Sign.& Date	17.12.2021	Sign. & Date	

APPROVED
17 DEC 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

APPROVED BY
17 DEC 2021
SAD

Note:

T. Rahul