(E)

PURCHASE DIVISION

Advice for approval for credit to supplier

	02/02/2022	Prepared by	Ramya	Serial no.	...2203
				HO inward no.	
Supplier name	Shwetha Computers.			HO received date	
Firm/Company	M.M.RK	Project	G.H.T	Scan ID:	
PO/WO date	14.01.2022	PO/WO No:	84558		

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	33966	29.01.2022	3700/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3700/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 103108	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:	3,700.00
Amount E – PO / WO value:	3,700.00
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	7/02/2022
Remarks:	final Bill –

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Ramya				
Sign:	[signature]				
Date	02/02/2022				
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.

☐ Original for Recepient ☐ Triplicate for Supplier
☐ Duplicate for Transporter ☐ Extra Copy

TAX INVOICE

SHWETA COMPUTERS

SHOP NO. 1,2,3 AND 4, GROUND FLOOR , CHENOY TRADE CENTRE ,
PARKLANE ,SECUNDERABADTELANGANAHYDERABAD 500003
State Name 36 - Telangana
Phone:040-66143437,66143438,66143439,
Email:Shwetacomputers@shwetagroup.com
GSTIN:36ACUFS2935A1ZZ
PAN:ACUFS2935A

Bill To :
MEHTA & MODI REALTY KOWKUR LLP
5 4 187 3 and 4, 2nd Floor, Soham Mansion, M G Road
Secunderabad, Hyderabad, Telangana, 500003
PH:8919278620
HYDERABAD - 500003
State : 36 - Telangana
PO NO. 84558-183370 DATE:14-01-2022

Invoice No. : 00033966
Invoice Date : 29/01/2022
GSTIN : 36ABLFM7631F1Z3
PAN : ABLFM7631F

Ship to:

SI	Product Description	HSN/ SAC	Qty	Rate (incl GST)	Rate	Taxable Amount	CGST %	CGST Amt	SGST %	SGST Amt	IGST %	IGST Amt
1	HDD 1 TB LAPTOP SGT	84717020	1	3700.00	3135.59	3135.59	9.00	282.20	9.00	282.20	0.00	0.00
						3135.59						
	CGST				9.00	282.20						
	SGST				9.00	282.20						
	ROUND OFF				0.00	0.01						
	Grand Total:		**1**			**3700.00**		**282.20**		**282.20**		

INWARD
Inward No: 779 Dt: 2/1/22
MRN No: 103108 Dt:
Received By: Sarn Sign
MODI PROPERTIES

SP

Rupees Three Thousand Seven Hundred Only.

Bank Details :
HDFC BANK PARADISE **A/C NO** : 50200010045314, **IFSC**: HDFC0000042

Terms & Condition :
1. No warranty for burnt/Physical damage goods.
2. For Warranty bring Product with box.
3. In case of default interest payable @ 24% p.a. from bill date
4. All disputes are subject to **HYDERABAD** jurisdiction
5. Payment should be sent through A/c payee cheque/Draft only
6. Standard Warranty 11 months from the date of Invoice.
7. No warranty on adaptor,cables,earphone,other accessories & consumbales products etc

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 90376
Date: 2/2/22
Sign:

E.&O.E
For **SHWETA COMPUTERS**
SHWETA COMPUTERS SEC-BAD
Authorised Signatory

SERVICE TIME : MONDAY TO FRIDAY 12 Noon to 5 PM

Printed from aceERP www.coral.in

Purchase Order

Original

14-01-2022 14:59:33

84558

08.01.22 11:50:02

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

Supplier Details			
Shweta Computers Shop no. 1 to 4 & 1A, 2A, 58A, 59A, Chenoy Trade Centre, Parklane, Secunderabad - 500 003. **GSTIN** 36ACUFS2935A1ZZ 9248091726	**Doc No**	84558	183370
	Doc Date	14-01-2022	
	Quote No	Nil	
	Quote Date	16-12-2021	
	SupplyType	Supply	

Kind Attn : Mr.Irfan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3529 - Computers and Peripherals - Hard Disk - NA - Nos *1 TB*	1.00	3,700.00	0.00	0.00	3,700.00
				Total Order Value . . .		**3,700.00**

Rupees : Three Thousand Seven Hundred Only.

Terms and Conditions :-

Specification /	All items shall be of Seagate
Payment Terms	100% as advance
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	3700 /-
Other Terms	We reserve the right to reject items not conforming to quality and specifications. above order for site 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 ***Mehta & Modi Realty Kowkur LLP***

Authorised Signatory

Name : 21/01/2022

Accepted the above Terms And Conditions

For ***Shweta Computers***

Name : __________

Date : __/__/____

Mehta & Modi Realty Works LLP

Requisition Form

Company Name:	~~Greenwood Heights~~	Date:	13-01-2022
Site & Phase :	~~Site~~ GHT	Time:	
Supplier		Req. No.	183370
Material required before date:		ID No.	72970

No	Description	Size	Quantity	Units	Inward No	Date
1	1TB HDD		1	No		
2						
3	84558					
4						
5						
6						
7						
8						
9						
10						

Remarks: This is for site purpose

Prepared By	K.Suneel	Approved by	
Sign.& Date	13-01-2022	Sign. & Date	

APPROVED
14 JAN 2022
P. PRABHAKAR
Sr MANAGER PURCHASE

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

Requisition Form

Company Name:		Date:	
Site & Phase :		Time:	
Supplier		Req. No.	
Material required before date:		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:

Prepared By		Approved by	
Sign.& Date		Sign. & Date	

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