PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	9/2/22	Prepared by	Manisha	Serial no.	2649
Supplier name	Veerabhadra Enterprises			HO inward no.	
Firm/Company	MGMRKChup	Project	GHT	HO received date	
PO/WO date	19/1/22	PO/WO No.	84687	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	796	2/2/22	590/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	590/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 10324O	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:	590/-
Amount E – PO / WO value:	590/-
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	14/2/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manisha				
Sign:	Manisha				
Date	9/2/22				
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.

GSTIN No. 36AEMPG9276J1ZV

TAX INVOICE / CASH / CREDIT

Ph : 27810914
Cell : 7989596166

Veerabhadra Enterprises

Dealers in : Chemicals, Acids & General Goods

D. No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003. | Email : veerabhadra1930@gmail.com

Name : mehata & modi Realty kowkur LLP
Address : DOL-84687 - 141009

GSTIN No : 36ABLFM7631F1Z3
State : TS State Code : 36

Invoice No. : 796
Invoice Date : 2/2/2022.
DC No. :
State : Telangana State Code : 36

Transportation Mode : Vehicle Number : Date of Supply :

S. No	Description of Goods	HSN Code	Qty.	Rate	Taxable Value 5%	18%	12% - 0%
1)	Dust Bin covers.		5 Pcs	100/-		500=00	

INWARD
Inward No: 2060 Dt: 03/02/22
MRN No: 103240 Dt: 4/02/22
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP

SUMMIT SALES LLP
IN WARD
No: 9062
Date: 5/2
Sign:
R.R. DIST.

Amount in words :

Total Amount before Tax		500=00
Add SGST		45=00
Add CGST		45=00
Add IGST		
Round Off		
Total Amount after Tax		590=00
Total Tax Amount		GRAND TOTAL 590=00

Bank Details :
A/c No. **303011023425**
Branch : **General Bazar, Secunderabad,**
IFSC Code : **KKBK0007450**
Main Branch : **Kotak Mahindra Bank**

Terms & Conditions :
- All Cheques Should be in Favour of M/s. Veerabhadra Enterprises, Hyderabad only
- Cheques Subject to realisation.
- Goods once sold will not be taken back.

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Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

Purchase Order

 19-01-2022 13:35:27 Original

84687
08.01.22 11:50:03

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			
Veerabhadra Enterprises	**Doc No**	84687	141009
D.No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003.	**Doc Date**	19-01-2022	
	Quote No	Nil	
GSTIN 36AEMPG9276J1ZV	**Quote Date**	19-01-2022	
040 - 66338850 9246269111	**SupplyType**	Supply	

Kind Attn : Mr. Venkatesh.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4051 - Consumables - Polythene Covers - other - pkts *Dust Bin Covers*	5.00	100.00	0.00	18.00	590.00
					Total Order Value . . .	**590.00**

Rupees : Five Hundred Ninty Only.

Terms and Conditions :-

Specification / Brand	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 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 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

19/01/2022

Name :

Contact

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Date : __/__/____

Name :

GSTIN No. 36AEMPG9276J1ZV

TAX INVOICE / CASH / CREDIT

Ph : 27810914
Cell : 7989596166

Veerabhadra Enterprises

Dealers in : Chemicals, Acids & General Goods

D. No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003. | Email : veerabhadra1930@gmail.com

Name : mehta & modi Realty Kowkur LLP	Invoice No. : 796
Address : DVL-84697 - 141009	Invoice Date : 1/2/2022
GSTIN No : 36ABLFM7631F1Z3	DC No. :
State : TS State Code : 36	State : Telangana State Code : 36

Transportation Mode : Vehicle Number : Date of Supply :

S. No	Description of Goods	HSN Code	Qty.	Rate	Taxable Value 5%	18%	12% - 0%
1)	Dust Bin covers.		5 Pcs	100/-		500=00	
2							

INWARD
Inward No: 2060 Dt: 03/02/22
MRN No: 103240 Dt: 4/02/22
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP

Amount in words :	Total Amount before Tax		500=00
	Add SGST		45=00
	Add CGST		45=00
	Add IGST		
Bank Details : A/c No. 303011023425	Round Off		
Branch : General Bazar, Secunderabad, IFSC Code : KKBK0007450	Total Amount after Tax		590=00
Main Branch : Kotak Mahindra Bank	Total Tax Amount	GRAND TOTAL	590=00

Terms & Conditions :
- All Cheques Should be in Favour of M/s. Veerabhadra Enterprises, Hyderabad only
- Cheques Subject to realisation.
- Goods once sold will not be taken back.

Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

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SUMMIT SALES LLP
R.R. DIST.
INWARD No: 9062 Date: 5/2/22 Sign:

Requisition Form

Company Name:	MMR Kowkur llp	Date:	11-01-2022
Site & Phase :	GHT	Time:	12:20
Supplier		Req. No.	141009
Material required before date: 12-01-2022		ID No.	72862

No	Description	Size	Quantity	Units	Inward No	Date
1	Sponges 84471	Std	03	Dozens		
2	Dust bin covers[black]	Small	04	packets		
3	Dust bin covers[black]	Big	01	packet		
4						
5						
6						
7						
8	841687					
9						
10						
11						

Remarks: - For Site&office purpose

Prepared By	K.Sneha	Approved by	A.Suresh
Sign.& Date	11-01-2022	Sign. & Date	11-01-2022

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

APPROVED
14 JAN 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE