

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 18/2/22		Prepared by: <i>Monu</i>		Serial no. 2130	
Supplier name: Industrial Equipment Centre		Project: NRK		HO inward no.	
Firm/Company: MCR LLP		PO/WO date: 3/1/21		HO received date	
PO/WO No. 83215		Scan ID.			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	BR/CR/1879	4/1/21	14750/-	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			14750/-
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.: 101532	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:			14,750/-
Amount E – PO / WO value:			14,750/-
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		28/2/22	
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	<i>Monu</i>	<i>Monu</i>			
Sign:	<i>Monu</i>	<i>Monu</i>			
Date	28/2/22	18 FEB 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 RECIPIENT)



Invoice No. BR/CR/1879	Dated 4-Dec-2021
Delivery Note	Mode/Terms of Payment
Supplier's Ref. 83215/186154	Other Reference(s)
Buyer's Order No. 83215/186154	Dated 4-Dec-2021
Despatch Document No.	Delivery Note Date
Despatched through	Destination
Terms of Delivery	

44ME-17100



E. & O.E

Tax Amount (in words) : **INR Two Thousand Two Hundred Fifty Only**



Summit Sales Ltd.
IN WARD
No. 91386
Date 19/12
Sign: [Signature]
P. R. DIST.

Authorised Signatory

Purchase Order



83215

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From Company : **Modi constructions & Reality LLP**

5-4-187/3&4, II nd floor, SOham Mansion, MG Road, Secunderabad-50003

G S T No. : 36ABJFM5257F1Z3

Supplier Details

Industrial Equipment Centre

5-5-65, G-14, S.A. Trade Centre,
Ranigunj, Sec.-3.

66383951/27717323

27717323

9849794847

Doc No

83215

186154

Doc Date

03-12-2021

Quote No

NIL

Quote Date

03-12-2021

SupplyType

Supply

Kind Attn : Mr. Huzefa

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST%	Amount
1 5050 - Equipment - other - Pin Vibrator - NA - nos 3HP X 3PHASE	1.00	12,500.00	0.00	18.00	14,750.00
Total Order Value . . .					14,750.00

Rupees : Fourteen Thousand Seven Hundred Fifty Only.

Terms and Conditions :-**Specification / Brand** All items shall be of Vipul brand, 2 hp Single Phase**Payment Terms** 100% Advance payment**Tax** Inclusive of all taxes**Delivery Date** Next Day.**Delivery Location** Nextopolis

Sy No 230 to 243, plot no 11, turkapally, shamirpet, medchal

Phone.

Penalty For Delay Nil**Transportation Cost** Transport cost shall be borne by us.**Warranty** 1 yr**Advance Paid** Rs. 14,750/-00, by cheque.....dated...11/12/2021.**Other Terms** We reserve the right to reject items not conforming to quality and specifications. Above order for concrete work at NRK Site purpose.**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Modi constructions & Reality LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Industrial Equipment Centre**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

1495

Company Name	Modi constructions and realtors	Date	23 11 2021
Site & Phase	Ilp	Time	15:46
Supplier	Nextopolis	Req No	186154
Material required before date.	Urgent	ID No.	71675

No	Description	Size	Quantity	Units	Inward No	Date
1	Electrial pin vibrate 3HP	3 phase	01	Nos	12,500/-	
2					4187	
3						
4	BYP offer 5050					
5						
6						
7						

Remarks: For site use purpose.

Prepared By : S Shravya
Sign & Date : 23 11 2021

Approved by
Sign. & Date



For
G. R. W.
23/11/21

- For MDs APPROVAL**
- ☐ High Value/quantity beyond limits.
 - ☐ Po/Req. processed-post approval.
 - ☒ Approval for technical details/clarification.
 - ☐ Replenishing SLLP stock
 - ☐ Other

