PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25/02/2022	Prepared by	MANISH.	Serial no.	2394
Supplier name	Sri Laxmi Ganesh Steels & Hardware.			HO inward no.	
Firm/Company	Mehta & Modi Realty KOUKUV LLP.	Project	GHT.	HO received date	
PO/WO date	17/02/2022	PO/WO No.	85640.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	426.	22/02/2022	1,475/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,475/-	
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report		

MRN nos.:	104140	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:	1,475/-
Amount E – PO / WO value:	1,475/-
Amount F – Difference (A – E):	-NIL-

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	100% Advance Paid.
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
Date		APPROVED 25 FEB 2022 MANISH PARIKH			
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 - 36ARPPK9655D2ZA
VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh, Design Articals
6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.
Email : srilaxmiganeshsteels@gmail.com Po No. 85640

M/s. Mehta & Modi Realty Kowkur LLP
M-G- Road
Party's GSTIN 36ABLFM7631F1Z3

Invoice No.: 426
Date : 22/2/22
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	Machine Blade 4"	50 Nr	25/-	1250	-
			Total	1250	-
			SGST @ 9 %	112	50
			CGST @ 9 %	112	50
			IGST @ 18 %		
			Roundup		
			Grand Total	1475	-

INWARD
Inward No: 12154 Dt: 23/02/22
MRN No: 104140 Dt: 24/2/22
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP
14:54

Bank Details :
Sri Laxmi Ganesh Steels & Hardware
C/A : 36998265647
Bank: SBI, Kavadiguda, Sec-bad.
IFSC Code No. : SBIN0020312

Rupees In words :

SUMMIT SALES LLP
INWARD
No: 91586
Date: 25/2
Sign:
R.R. DIST.

For Sri Laxmi Ganesh Steels & Hardware

Signature

E & O.E
Terms & Conditions
Subject to hyderabad jurisdiction only
Goods once sold will not be taken back or Exchange

Purchase Order

 18-02-2022 11:11:18 AM

85640
14.02.22 2:32:33

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

Supplier Details			
Sri Laxmi Ganesh Steels & Hardware	**Doc No**	85640	141206
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad	**Doc Date**	17-02-2022	
	Quote No	NIL	
GSTIN 36ARPPK9655D2ZA	**Quote Date**	16-02-2022	
9246205245/9542575725	**SupplyType**	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	9550 - Tools - Machine Blade - other - nos *4" rod cutting balde*	50.00	25.00	0.00	18.00	1,475.00
					Total Order Value . . .	**1,475.00**

Rupees : One Thousand Four Hundred Seventy Five Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	100% as advance
Tax	Included in the above price
Delivery Date	Material delivered.
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	18450/- check 17/02/22
Other Terms	We resreve the right to reject the item not confirming to the specifications . Above order for Dapartmental 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

Name : 18/02/2022

Accepted the above Terms And Conditions
For ***Sri Laxmi Ganesh Steels & Hardware***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Mehta & Modi Realty Kowkur LLP	Date:	16-02-2022
Site & Phase :	GHT	Time:	10.22
Supplier		Req. No.	141206
Material required before date: 18-01-2022		ID No.	73881

No	Description	Size	Quantity	Units	Inward No	Date
1	Rod cutting blades	4"	02	Boxes		
	85640					

Remarks: - For departmental use purpose

Prepared By	N.Shravya	Approved by	A Suresh
Sign.& Date	16-02-2022	Sign. & Date	16-02-2022

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

APPROVED
16 FEB 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE