PURCHASE DIVISION
Advice for approval for credit to supplier

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Date:	9/3/22	Prepared by	Manoj	Serial no.	2725
Supplier name	Naveen metal udyog			HO inward no.	
Firm/Company	MCRLLP	Project	NRK	HO received date	
PO/WO date	1/2/22	PO/WO No.	85059	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	410	4/2/22	23,600/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	23,600/-
Proof of delivery by way of ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 103273 — 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:	23,600/-
Amount E – PO / WO value:	23,600/-
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	14/3/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manoj				
Sign:	Manoj				
Date	9/3/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
10 MAR 2022
MINISH PARIKH
MANAGER PROCUREMENT

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.

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GST No. : 36AGOPD8982C1Z4

TAX INVOICE
~~CASH~~ / CREDIT

Phone : 27712497
40042626

NAVEEN METAL UDYOG

4-5-155, PAN BAZAR, SECUNDERABAD - 500 003.

E-mail : nmuhyd@yahoo.co.in

M/s. Modi Constructions & Realtors LLP
M.G.Road
Secunderabad

Phone ______ Fax ______

GST No. 36ABJFM5257F2Z2

Invoice No. : 410 Date : 04/02/22

P. O. No. & Date :

D. C. No. : Date :

Desp. Through :

HSN Code	PARTICULARS	Qty.	Unit Price	AMOUNT
7208	Sheet	5 Nos.	@ 4000 ea	20000=00
			SUB TOTAL	20000=00
			SGST @ 9%	1800=00
			CGST @ 9%	1800=00
			IGST @	
			G. TOTAL	23600=00

INWARD
Inward No: 1606 Dt: 05/02/22
MRN No: 103273 Dt: 05/2/22
Received By: NIRAS Sign: NIRAS
MODI CONSTRUCTIONS & REALTY LLP

SUMMIT SALES LLP
IN WARD
No: 91966
Date: 8/3/22
Sign:
R.R. DIST.

BANK : **PUNJAB NATIONAL BANK** Branch : M. G. Road, Secunderabad.
A/c. No. : 0625210318512 IFSC Code : PUNB0062520

Rupees Twenty three thousand Six hundred only

1. Goods once sold will not be taken back and No claim for shortage of damage will be entertained unless lodged within 24 hours.
2. Interest will be charged @ 18% per annum if payment is not made within 30 days.
3. Our responsibility ceases no sooner goods are handed over to the carrying agency.
4. Payment strictly by Account Payees Cheques only.
5. Subject to Secunderabad Jurisdiction only.

E & O. E.

For **NAVEEN METAL UDYOG**

Authorised Signatory

Purchase Order

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85059
31.01.22 4:50:16

From Company : **Modi Constructions & Realtors LLP**
5-4-187/3&4, IInd Floor, M G Road, Ranigunj, Secunderabad, Hyde
G S T No. : 36ABJFM5257F2Z2

Supplier Details			
Naveen Metal Udyog	**Doc No**	85059	186212
4-5-155, Pan Bazar, Sec-bad-03.	**Doc Date**	01-02-2022	
	Quote No	Nil	
GSTIN 36AGOPD8982C1Z4 27712497.	**Quote Date**	27-05-2021	
66382026. 9246297667	**SupplyType**	Supply	

Kind Attn : Mr.Surpat Singh Dugar/ Nikil Dugar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	8088 - Steel - other - MS Sheet - 16gauge - kgs *8' x 4' - 05 nos*	160.00	125.00	0.00	18.00	23,600.00
			Total Order Value . . .			**23,600.00**

Rupees : Twenty Three Thousand Six Hundred Only.

Terms and Conditions :-

Specification / Brand	Items shall be of 1st quality.
Payment Terms	Within 7days of delivery of all materials & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next day.
Delivery Location	Nextopolis Sy No 230 to 243, plot no 11, turkapally, shamirpet, medchal Phone. .
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.
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 ***Modi Constructions & Realtors LLP***
Authorised Signatory

Name : 01/02/2022

Accepted the above Terms And Conditions
For ***Naveen Metal Udyog***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	Modi constructions and realtors llp	Date:	29.01.2022
Site & Phase	Nextopolis	Time:	12:30
Supplier		Req. No.	186212
Material required before date: Urgent		ID No.	73365

No	Description	Size	Quantity	Units	Inward No	Date
1	MS Sheets	8'x4'	05	Nos		
2						
3						
4						
5						
6	85059					
7						
8						
9						
10			01 FEB 2022			

Remarks: For site use purpose.

Prepared By	S.Shravya	Approved by	C.Balamuralikrishana
Sign.& Date	29.01.2022	Sign. & Date	29.01.2022