

Payment Release Advice

Date	13-03-2026
Type of Funding Source (Direct Programme cost / Indirect)	2025-2026 /admin
Programme Type	NON-FC
DONOR	Admin/IT
Project Name	Admin/IT
Other Details / Project Activity	Admin/IT
Vendor Name/ Consultant	M.D. Enterprise
Vr. No / Inv No	169/2025/2026
Status of Funding (Received Or to be reimbursed)	Admin/IT
Invoice Amount	Rs 2,950.00/-
Organisational Overhead	NA
Total	Rs 2,950.00/-
Budgeted / Non Budgeted	Budgeted
Enclosures	INVOICE APPROVAL

Prepared By: Abhijit Biswas

Reviewed By Tilak Raj Sharma

Approval by Shubham Thakur



TAX INVOICE
M.D. ENTERPRISE

D-211 UG-3 LAXMAINSINGH COMPLEX
(NEAR BANK OF BARODA) MUNIRIKA, N.D-67
GSTIN : 07IQYPO0371M1Z6

Tel : 7807723841, 41046382 email : mdenterprises841@gmail.com

Party Details :

CHARITIES AID FOUNDATION INDIA
418, 4th FLOOR, WORLD TRADE CENTER,
BARAKHAMBA ROAD, NEAR BY HOTEL LALIT
NEW DELHI-110001

GSTIN / UIN :

Invoice No. : 169/2025-26
Dated : 12-03-2026
Place of Supply : Delhi (07)
Reverse Charge : N
GR/RR No. :
Transport : NO
Vehicle No. :
Station :

S.N	Description of Goods	HSN/SAC Code	Qty.	Unit	List Price	Discount	CGST Rate	CGST Amount	SGST Rate	SGST Amount	Amount(₹)
1.	MOUSE WIRELESS MOUSE LOGITECH M170	84716060	5.00	Pcs.	590.00	0.00 %	9.00 %	225.00	9.00 %	225.00	2,950.00
Grand Total											₹ 2,950.00

HSN/SAC	Tax Rate	Taxable Amt.	CGST Amt.	SGST Amt.	Total Tax
84716060	18%	2,500.00	225.00	225.00	450.00

Rupees Two Thousand Nine Hundred Fifty Only

Bank Details : PUNJAB NATIONAL BANK BRANCH-BHIKHAJI CAMA PLACE
ACC.NO. - 1988002100195233 IFSC CODE- PUN0198800

Terms & Conditions

- E. & O.E.
- Goods once sold will not be taken back.
 - Interest @ 18% p.a. will be charged if the payment is not made with in the stipulated time.
 - Subject to 'Delhi' Jurisdiction only.

Receiver's Signature :

For M.D. ENTERPRISE
Authorised Signatory

Abhijit Biswas

From: Shubham Thakur
Sent: 06 March 2026 11:23
To: Abhijit Biswas
Subject: RE: Requesting your approval for issuance of a computer mouse.

Approved

Kind regards
Shubham

From: Abhijit Biswas <abhijit.biswas@theonestage.org>
Sent: 06 March 2026 09:58
To: Shubham Thakur <shubham.thakur@theonestage.org>
Subject: FW: Requesting your approval for issuance of a computer mouse.

Hi Shubham,

Currently, we do not have any mouse in stock and need to procure new ones. The estimated cost per mouse is approximately ₹500–₹600.

I kindly request your approval to procure 5 mouse.

Warm Regards

Abhijit Biswas
Manager (IT & Tech4Good)

From: Amit Kapoor <Amit.kapoor@theonestage.org>
Sent: 06 March 2026 09:54
To: Mohammad Shaban <m.shaban@theonestage.org>
Cc: Abhijit Biswas <abhijit.biswas@theonestage.org>
Subject: Re: Requesting your approval for issuance of a computer mouse.

Dear Abhijit,

Kindly do provide a mouse to Shaban.

Thanks and Regards,

Amit Kapoor

Head - Finance and Control

M: +91-8510051255 | **E:** amit.kapoor@theonestage.org



<https://youtu.be/vgrtxq8e7jM>

From: Mohammad Shaban <m.shaban@theonestage.org>

Sent: 05 March 2026 11:59

To: Amit Kapoor <Amit.kapoor@theonestage.org>

Cc: Abhijit Biswas <abhijit.biswas@theonestage.org>

Subject: Requesting your approval for issuance of a computer mouse.

Hi Kapoor sb.,

I need a good quality mouse for my workstation and for day-to-day office work.

Seeking your approval on it. Kindly do the needful.

Regards,

Shaban