PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	27/5/20	Prepared by:	Sowmya
PO/WO no.	67285	PO / WO Date.	19/5/20
Supplier Name	SS/40.	PO/WO amount	1,652
Firm/Company	Modi properties	Project	MPL.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11288	21/5/20.	1,652
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,652

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9410	21/5/20.	79171	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount B –Other Credits :	–
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	1,652
Amount E – PO / WO value:	1,652
Amount F – Difference (A – E):	

Quantity received as per PO /WO	☑ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)
Is difference between PO / Bill acceptable?	~~☐ Yes ☐ No (explained below)~~
Excess / short material received	~~☐ Approved – within acceptable limits ☐ No (explained below)~~
Close PO / W?O	☑ Yes ☐ No – wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	☐ Yes – Rs. / ☑ No
Payment – due date	1/6
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya.	[signature]	APPROVED 27 MAY 2020 [signature] MINISH PARIKH MANAGER PROCUREMENT		[signature]		
Date	27/5/20	27/5/20					

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

TAX INVOICE ORIGINAL INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Modi Properties Private Limited,.	Invoice No.	11288
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	21-05-2020
	PO No.	67285
	PO Date.	19-05-2020
	Req ID	56925
GSTIN : 36AABCM4761E1ZM	Req Date	16-05-2020
	Loc Req No	11665

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	3516 - Computers and Peripherals - Mouse - NA -	84716060	4	350.00	1,400.00	18	252.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

MODI PROPERTIES PVT. LTD. INWARD No. 65611 Date 22/5/20 Sign: SEC'BAD

IGST	CGST	SGST	Total Taxable Amount	1,400.00		252.00
	126.00	126.00	Total Invoice Amount	1,652.00		

Rupees : One Thousand Six Hundred Fifty Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 19-05-2020 13:49:46

67285
15.05.20 11:58:47

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	67285	11665
	Doc Date	19-05-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	19-05-2020	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3516 - Computers and Peripherals - Mouse - NA - nos	4.00	350.00	0.00	18.00	1,652.00
					Total Order Value . . .	**1,652.00**

Rupees : One Thousand Six Hundred Fifty Two Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Included in above prices.
Delivery Date	Within 7 days
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation Cost	Included by us.
Warranty	1 year company warranty
Advance Paid	Nil
Other Terms	We reserve the rights to reject items not confirming to quality and specifications. Above order for Site office staff use purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	nil

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	16-05-2020
Site & Phase :	May Flower Platinum	Time:	03;10
Supplier		Req.No.	11665
Material required before date: 18-05-2020		ID No.	56925

No	Description	Size	Quantity	Units	Inward No	Date
1	Mouse	Std	04	Nos		
2						
3	62285					
4						
5						
7						

Remarks : for office staff use purpose			
Prepared By	K.sravani	Approved by	SV.subbareddy
Sign.& Date	16-05-2020	Sign. & Date	

APPROVED
MINISH PARIKH
MANAGER PROCUREMENT

DELIVERY CHALLAN

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	DC No.	9410
Modi Properties Private Limited,.	DC Date.	21-05-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	67285
	PO Date.	19-05-2020
	Req ID	56925
GSTIN : 36AABCM4761E1ZM	Req Date	16-05-2020
	Loc Req No	11665

	Description of Goods	HSN/SAC	Qty
1	3516 - Computers and Peripherals - Mouse - NA - nos	84716060	4
2			
3			
4			
5			
6			
7			
8			
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MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No: 38389
Date: 23/5
Sign:

INWARD
Inward No 3118 Dt 21/5/20
GRN No: 79171 Dt:
Received By: Sign: Nizam
Modi Properties Pvt. Ltd.
Sy.No.82/1

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

Summit Sales LLP

TRANSIT COPY

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	11288
Modi Properties Private Limited,.	Invoice Date.	21-05-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	67285
	PO Date.	19-05-2020
	Req ID	56925
	Req Date	16-05-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	11665

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	3516 - Computers and Peripherals - Mouse - NA -	84716060	4	350.00	1,400.00	18	252.00
2							
3							
4							
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6							
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11							
12							
13							
14							
15							

INWARD
Inward No 3118 Dt. 21/5/20
GRN No 79771 Dt:
Received By: Sign: Nizam
Modi Properties Pvt. Ltd.
Sy.No.82/1

IGST	CGST	SGST			
			Total Taxable Amount	1,400.00	252.00
	126.00	126.00	Total Invoice Amount	1,652.00	

Rupees : One Thousand Six Hundred Fifty Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction