PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	20/5/2020	Prepared by:	K.R.Chavgule
PO/WO no.	67111	PO / WO Date.	12/5/2020
Supplier Name	MPPD SSLLQ	PO/WO amount	2,536/-
Firm/Company	MPPL	Project	platinum
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11207	14/5/2020	2,177/-
2.			
3.			
Amount A – Bills total(Excluding Transport &Hamali Charges):			2,177/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9334	14/5/2020	78929	☑ 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:	2,177/-
Amount E – PO / WO value:	2,536/-
Amount F – Difference (A – E):	359/-

Quantity received as per PO /WO	□ Yes □ Excess received ☑ Short received □ Other (explained belo
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	25/5/2020

Remarks: short received

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accou Mana
Sign:	✓	[signature]	APPROVED 21 MAY 2020 MINISH PARIKH MANAGER PROCUREMENT		[signature]		
Date	20/5/2020	21/5/20					

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/Wosupto Rs. 5,000/-, Purchase Manager upto 25,000/- and Purchase Direct thereafter. 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali char etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/-

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	Invoice No.	11207
Modi Properties Private Limited,.	Invoice Date.	14-05-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	67111
	PO Date.	12-05-2020
	Req ID	56737
	Req Date	12-05-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	11642

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7594 - Stationery - other - Stapler pin - other - boxes small	7415	5	6.00	30.00	18	5.40
2	7593 - Stationery - other - Stapler - other - nos small	9608	5	195.00	975.00	18	175.50
3	7560 - Stationery - other - Pen - NA - nos Blue -50 nos Black-50 nos	9608	40	3.50	140.00	12	16.80
4	7573 - Stationery - other - Punch - other - nos Big		2	42.00	84.00	12	10.08
5	7563 - Stationery - other - Pencil - NA - boxes	4421	2	42.00	84.00	12	10.08
6	7544 - Stationery - other - Marker - NA - nos Blue/Red/Black each-5 boxes	9608	15	16.00	240.00	12	28.80
7	7505 - Stationery - other - Binder Clips - other - 19mm	8305	5	24.00	120.00	18	21.60
8	7505 - Stationery - other - Binder Clips - other - 32mm	8305	5	40.00	200.00	18	36.00
9							
10							
11							
12							
13							
14							
15							

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 65444 Date: 18/5/20 Sign:

IGST	CGST	SGST			
			Total Taxable Amount	1,873.00	304.26
	152.13	152.13	Total Invoice Amount	2,177.26	

Rupees : Two Thousand One Hundred Seventy Seven and Paise Twenty Six Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

13-05-2020 11:05:42

Purchase Order

67111
06.05.20 1:44:19

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**	67111	11642
	Doc Date	12-05-2020	
GSTIN 36ACQFS2044C1Z7	**Quote No**	Nil	
040-66335551 9618244433	**Quote Date**	12-05-2020	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7594 - Stationery - other - Stapler pin - other - boxes *small*	5.00	6.00	0.00	18.00	35.40
2	7593 - Stationery - other - Stapler - other - nos *small*	5.00	195.00	0.00	18.00	1,150.50
3	7560 - Stationery - other - Pen - NA - nos *Blue -50 nos Black-50 nos*	D 60 100.00	3.50	0.00	12.00	392.00
4	7573 - Stationery - other - Punch - other - nos *Big*	2.00	42.00	0.00	12.00	94.08
5	7563 - Stationery - other - Pencil - NA - boxes	2.00	42.00	0.00	12.00	94.08
6	7528 - Stationery - other - Fevistick - NA - nos	5.00	21.00	0.00	18.00	123.90
7	7544 - Stationery - other - Marker - NA - nos *Blue/Red/Black each-5 boxes*	15.00	16.00	0.00	12.00	268.80
8	7505 - Stationery - other - Binder Clips - other - boxes *19mm*	5.00	24.00	0.00	18.00	141.60
9	7505 - Stationery - other - Binder Clips - other - boxes *32mm*	5.00	40.00	0.00	18.00	236.00
			Total Order Value . . .			**2,536.36**

Rupees : Two Thousand Five Hundred Thirty Six and Paise Thirty Six Only.

Part received
I-st Bill no 11207 Amount Rs 2,177/-
Balance has to be receivable Rs 359/-
20/5/2020

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

14/5/20

Name : ______

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ______

Date : _/_/__

Requisition Form

ny Name:	Modi realty Mallapur LLP	Date:	09.05.2020
& Phase :	GMR	Time:	10:30
upplier		Req. No.	68279
Material required before date:	12.05.2020	ID No.	56723

No	Description	Size	Quantity	Units	Inward No	Date
1.	A4 papers	std	5 ✓	Bundles		
2.	Calculator	Std	2 ✓	No's		
3.	Staplers	big	2 ✓	No's		
4.	Stamp Pad	Std	2 ✓	No's		
5.	Markers	Std	10 ✓	No's		
6	Blue Pen PO 67110	Std	12 ✓	No's		
7.	Red Pen	Std	12 ✓	No's		
8						
9						
10						
11						

Remarks: For site and sales staff use purpose..

Prepared By :	Likhitha	Approved by	
Sign.& Date :	09.05.2020	Sign. & Date	

Note:

APPROVED BY
11 MAY 2020
SOHAM MODI
MANAGING DIRECTOR

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/UIN: 36ACQFS2044C1Z7

Customer Details	DC No.	9334
Modi Properties Private Limited,.	DC Date.	14-05-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	67111
	PO Date.	12-05-2020
	Req ID	56737
	Req Date	12-05-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	11642

	Description of Goods	HSN/SAC	Qty
1	7594 - Stationery - other - Stapler pin - other - boxes	7415	5
2	7593 - Stationery - other - Stapler - other - nos	9608	5
3	7560 - Stationery - other - Pen - NA - nos	9608	40
4	7573 - Stationery - other - Punch - other - nos		2
5	7563 - Stationery - other - Pencil - NA - boxes	4421	2
6	7544 - Stationery - other - Marker - NA - nos	9608	15
7	7505 - Stationery - other - Binder Clips - other - boxes	8305	5
8	7505 - Stationery - other - Binder Clips - other - boxes	8305	5
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

MODI PROPERTIES PVT. LTD. * SEC'BAD * INWARD No. 38274 Date 19/5 Sign

INWARD
Inward No. 3050 Dt. 14/5/20
MRN No: 78929 Dt:
Received By: Sign:
Modi Properties Pvt. Ltd.
Sy.No.82/1

U2/41

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

TRANSIT COPY

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/UIN: 36ACQFS2044C1Z7

Customer Details		
Modi Properties Private Limited,.	Invoice No.	11207
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	14-05-2020
	PO No.	67111
	PO Date.	12-05-2020
	Req ID	56737
	Req Date	12-05-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	11642

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7594 - Stationery - other - Stapler pin - other - boxes	7415	5	6.00	30.00	18	5.40
	small						
2	7593 - Stationery - other - Stapler - other - nos	9608	5	195.00	975.00	18	175.50
	small						
3	7560 - Stationery - other - Pen - NA - nos	9608	40	3.50	140.00	12	16.80
	Blue -50 nos Black-50 nos						
4	7573 - Stationery - other - Punch - other - nos		2	42.00	84.00	12	10.08
	Big						
5	7563 - Stationery - other - Pencil - NA - boxes	4421	2	42.00	84.00	12	10.08
6	7544 - Stationery - other - Marker - NA - nos	9608	15	16.00	240.00	12	28.80
	Blue/Red/Black each-5 boxes						
7	7505 - Stationery - other - Binder Clips - other -	8305	5	24.00	120.00	18	21.60
	19mm						
8	7505 - Stationery - other - Binder Clips - other -	8305	5	40.00	200.00	18	36.00
	32mm						
9							
10							
11							
12							
13							
14							
15							

INWARD
Inward No 13050 Dt. 14/5/20
MRN No: 78929 Dt:
Received By: Sign: Nizam
Modi Properties Pvt. Ltd.
Sy.No.82/1

IGST	CGST	SGST			
			Total Taxable Amount	1,873.00	304.26
	152.13	152.13	Total Invoice Amount	2,177.26	

Rupees : Two Thousand One Hundred Seventy Seven and Paise Twenty Six Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction