PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	27/5/20	Prepared by:	Sowmya
PO/WO no.	67338	PO / WO Date.	26/5/20
Supplier Name	SSLLP.	PO/WO amount	3,681.60.
Firm/Company	NE	Project	NE.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11326	23/5/20.	2,478.00.
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,478.00.

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9439	23/5/20.	79239	☑ 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:	2,478
Amount E – PO / WO value:	3,681.60.
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	1/6/20.
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 MINISH PARIKH MANAGER PROCUREMENT [signature]		Bhavani	[signature]	
Date	27/5/20	27/5			28/5/2020		

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		
Nilgiri Estates	Invoice No.	11326
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	Invoice Date.	23-05-2020
	PO No.	67338
	PO Date.	20-05-2020
	Req ID	57013
GSTIN : 36AAHFN0766F1ZA	Req Date	20-05-2020
	Loc Req No	72769

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	2156 - Carpentry - hardware - S.S. Screws - other - 50 x 6		10	210.00	2,100.00	18	378.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 65206 Date: 26/5/20 Sign:

IGST	CGST	SGST			
			Total Taxable Amount	2,100.00	378.00
	189.00	189.00	Total Invoice Amount	2,478.00	

Rupees : Two Thousand Four Hundred Seventy Eight Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 23-05-2020 1:23:50 PM

67338
15.05.20 11:59:03

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details			
Summit Sales LLP	**Doc No**	67338	72769
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	20-05-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	20-05-2020	
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	2156 - Carpentry - hardware - S.S. Screws - other - pkts *50 x 6*	10.00	210.00	0.00	18.00	2,478.00
2	2054 - Carpentry - hardware - Bombay Nails - 2 In - kgs	15.00	68.00	0.00	18.00	1,203.60
					Total Order Value . . .	**3,681.60**

Rupees : Three Thousand Six Hundred Eighty One and Paise Sixty Only.

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 Nilgiri Estate
Sy.No.143/133/134/135/136, Rampally Village.
Phone. 9030931172, 8297349480

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 purpose

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For ***Nilgiri Estates***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	NILGIRI ESTATE	Date:	13-05-2020
Site & Phase :	NILGIRI ESTATES	Time:	10:00 AM
Supplier		Req. No.	72769
Material required before date: Urgent		ID No.	~~57013~~ 57013

No	Description	Size	Quantity	Units	Inward No	Date
1	**SS Screws**	2"	10	Boxes		
2	Bombay Nails 57338	STD	06	Boxes		
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: For Site use purpose .

Prepared By	Sandeesh	Approved by	Anil
Sign.& Date	13-05-2020	Sign. & Date	13-05-2020

APPROVED
20-05-2020
MINISH PARIKH
MANAGER PROCUREMENT

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

Requisition Form

Company Name:	Nilgiri Estate	Date:	
Site & Phase :	Nilgiri Estate	Time:	
Supplier		Req. No.	
Material required before date:		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:

Prepared By		Approved by	
Sign.& Date		Sign. & Date	

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

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.	9439
Nilgiri Estates	DC Date.	23-05-2020
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	67338
	PO Date.	20-05-2020
	Req ID	57013
GSTIN : 36AAHFN0766F1ZA	Req Date	20-05-2020
	Loc Req No	72769

	Description of Goods	HSN/SAC	Qty
1	2156 - Carpentry - hardware - S.S. Screws - other - pkts		10
2			
3			
4			
5			
6			
7			
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27			
28			
29			
30			

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 38280 Date: 23/5

INWARD
Inward No: 21654 Dt: 23/5/20
MRN No: 79239 Dt: 23/05/20
Received By: Ashish Sign
Nilgiri Estates

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/UNI: 36ACQFS2044C1Z7

Customer Details		
Nilgiri Estates	Invoice No.	11326
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	Invoice Date.	23-05-2020
	PO No.	67338
	PO Date.	20-05-2020
	Req ID	57013
GSTIN : 36AAHFN0766F1ZA	Req Date	20-05-2020
	Loc Req No	72769

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	2156 - Carpentry - hardware - S.S. Screws - other - 50 x 6		10	210.00	2,100.00	18	378.00
2							
3							
4							
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13							
14							
15							

INWARD

Inward No: 21654 Dt: 23/05/2020

MRN No: 79239 Dt: 23/05/2020.

Received By: Sign:

Nilgiri Estates

IGST	CGST	SGST			
			Total Taxable Amount	2,100.00	378.00
	189.00	189.00	Total Invoice Amount	2,478.00	

Rupees : Two Thousand Four Hundred Seventy Eight Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction