PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21\5\20	Prepared by:	V. Ravali
PO/WO no.	67097	PO / WO Date.	12\5\20
Supplier Name	summit sales Whp	PO/WO amount	837/-
Firm/Company	Villa orchids Whp	Project	VOC
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11230	16\5\20	837/-
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			837/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9356	16\5\20	14958	☑ 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:	837/-
Amount E – PO / WO value:	837/-
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 be~~low)
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	23\5\20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	V. Ravali	[signature]					
Date	21\5\20	22\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/-

ORIGINAL INVOICE

TAX 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/UIN: 36ACQFS2044C1Z7

Customer Details		
Villa Orchids LLP	Invoice No.	11230
Behind Janapriya, Kowkur, Hyderabad	Invoice Date.	16-05-2020
	PO No.	67097
	PO Date.	12-05-2020
	Req ID	56771
GSTIN : 36AANFG4817C1ZH	Req Date	12-05-2020
	Loc Req No	63307

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4057 - Consumables - Sponges - NA - nos	3921	60	8.30	498.00	18	89.64
2	4080 - Consumables - Bombay Brooms - Other - Nos	9603	30	8.30	249.00	0	0.00
3							
4							
5							
6							
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9							
10							
11							
12							
13							
14							
15							

MODI PROPERTIES PVT. LTD. INWARD No. 65478 Date: 19/5/20

IGST	CGST	SGST				
			Total Taxable Amount	747.00		89.64
	44.82	44.82	Total Invoice Amount	836.64		

Rupees : Eight Hundred Thirty Six and Paise Sixty Four Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 14-05-2020 12:10:58 PM

67097
06.05.20 1:44:19

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	67097	63307
	Doc Date	12-05-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	12-05-2020	
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	4057 - Consumables - Sponges - NA - nos	60.00	8.30	0.00	18.00	587.64
2	4080 - Consumables - Bombay Brooms - Other - Nos	30.00	8.30	0.00	0.00	249.00
				Total Order Value . . .		**836.64**

Rupees : Eight Hundred Thirty Six and Paise Sixty Four Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Villas Orchids Behind: Janapriya, Kowkur. Phone. 9502232100/9502266233
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	NA
Measurment	NA
Security	Nil
Remarks	

For *Villa Orchids LLP*
Authorised Signatory

Name : ______________

Accepted the above Terms And Conditions
For *Summit Sales LLP*

Name : ______________

Date : __/__/____

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		
Villa Orchids LLP	DC No.	9356
Behind Janapriya, Kowkur, Hyderabad	DC Date.	16-05-2020
	PO No.	67097
	PO Date.	12-05-2020
	Req ID	56771
GSTIN : 36AANFG4817C1ZH	Req Date	12-05-2020
	Loc Req No	63307

	Description of Goods	HSN/SAC	Qty
1	4057 - Consumables - Sponges - NA - nos	3921	60
2	4080 - Consumables - Bombay Brooms - Other - Nos	9603	30
3			
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MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 38305
Date: 20/5
Sign:

INWARD
Inward No. 14958 Dt. 16-05-20
MRN No. 78953 18/05/20
Received
VILLA ORCHIDS LLP
13:58

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		
Villa Orchids LLP	Invoice No.	11230
Behind Janapriya, Kowkur, Hyderabad	Invoice Date.	16-05-2020
	PO No.	67097
	PO Date.	12-05-2020
	Req ID	56771
GSTIN : 36AANFG4817C1ZH	Req Date	12-05-2020
	Loc Req No	63307

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4057 - Consumables - Sponges - NA - nos	3921	60	8.30	498.00	18	89.64
2	4080 - Consumables - Bombay Brooms - Other - Nos	9603	30	8.30	249.00	0	0.00
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INWARD
Inward No. 14958 Date 16-05-20
MRN No. 78953 Dt. 18/05/20
Received
VILLA ORCHIDS LLP

IGST	CGST	SGST				
			Total Taxable Amount	747.00		89.64
	44.82	44.82	Total Invoice Amount	836.64		

Rupees : Eight Hundred Thirty Six and Paise Sixty Four Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Requisition Form

Company Name:	VOC LLP	Date:	11-05-2020
Site & Phase :	VOC	Time:	15.30
Supplier	SSLLP	Req. No.	63307
Material required before date:	12-05-2020	ID No.	56772

No	Description	Size	Quantity	Units	Inward No	Date
1	**SPONZES**	STD	05	Dozens		
2	Bamaby Broomes 67097	Small	30	Nos		
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: For voc Vills civil work purpose

Prepared By	A SURESH	Approved by	
Sign.& Date	11-05-2020	Sign. & Date	

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