PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	20/5/2020	Prepared by:	K. R. Chaspuler
PO/WO no.	67096	PO / WO Date.	13/5/2020
Supplier Name	SSLLQ	PO/WO amount	9671/-
Firm/Company	SOV	Project	SOV
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11184	13/5/2020	9671
2.			
3.			
Amount A – Bills total(Excluding Transport &Hamali Charges):			9671/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9320	13/5/2020		□ 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:	9671/-
Amount E – PO / WO value:	9671/-
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	25/5/2020
Remarks:	

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

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/Wosupto Rs. 5,000/-, Purchase Manager upto 25,000/- and Purchase Director thereafter. 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/-

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/UNI: 36ACQFS2044C1Z7

Customer Details	
Silver Oak Villas LLP	
5-4-187/3 & 4, II Flooor, MG Road,Secundrerabad	
Invoice No.	11184
Invoice Date.	13-05-2020
PO No.	67096
PO Date.	12-05-2020
Req ID	56774
Req Date	12-05-2020
Loc Req No	16157

GSTIN : 36ADBFS3288A2Z7

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4036 - Consumables - Keychain rings - NA - nos		60	4.50	270.00	18	48.60
2	6100 - Miscellaneous - Plastic Cards - Others - nos		60	5.50	330.00	18	59.40
3	7539 - Stationery - other - Labels - NA - sheets		100	2.20	220.00	18	39.60
4							
5							
6							
7							
8							
9							
10							
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15							

IGST	CGST	SGST			
			Total Taxable Amount	820.00	147.60
	73.80	73.80	Total Invoice Amount	967.60	

Rupees : Nine Hundred Sixty Seven and Paise Sixty Only.

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 65401 Date: 14/5 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 14-05-2020 12:46:52 PM

67096
06.05.20 1:44:19

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

Supplier Details			
Summit Sales LLP	**Doc No**	67096	16157
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	12-05-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	07-08-2019	
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	4036 - Consumables - Keychain rings - NA - nos	60.00	4.50	0.00	18.00	318.60
2	6100 - Miscellaneous - Plastic Cards - Others - nos	60.00	5.50	0.00	18.00	389.40
3	7539 - Stationery - other - Labels - NA - sheets	100.00	2.20	0.00	18.00	259.60
					Total Order Value . . .	**967.60**

Rupees : Nine Hundred Sixty Seven 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	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
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 3rd floor storage racks purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Silver Oak Villas LLP*
Authorised Signatory

Name : ____________

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

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SILVER OAK VILLAS LLP	Date:	12.05.2020
Site & Phase :	Soham manson (H.O)	Time:	11.40 AM
Supplier		Req. No.	16157
Material required before date:	Urgent	ID No.	56774

No	Description	Size	Quantity	Units	Inward No	Date
1	KEY LABELLING CARD WITH RINGS	STD	60	NOS		
2	STICKERS 67096	STD	60	NOS		
3						
4						
5						
6						
7						
9						
10						

Remarks :MATERIAL REQUIRED FOR STORAGE RACKs AT 3rd FLOOR - total = 53 nos

Prepared By	T.SURYANARAYANA	Approved by	
Sign.& Date	12.05.2020	Sign. & Date	

APPROVED
13 MAY 2020
MINISH PARIKH
MANAGER PROCUREMENT

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

59 2018

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		
Silver Oak Villas LLP	DC No.	9320
5-4-187/3 & 4, II Flooor, MG Road,Secundrerabad	DC Date.	13-05-2020
	PO No.	67096
	PO Date.	12-05-2020
	Req ID	56774
	Req Date	12-05-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	16157

	Description of Goods	HSN/SAC	Qty
1	4036 - Consumables - Keychain rings - NA - nos		60
2	6100 - Miscellaneous - Plastic Cards - Others - nos		60
3	7539 - Stationery - other - Labels - NA - sheets		100
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INWARD
Inward No: 07 Dt: 13/05/20
MRN No: Dt:
Received By: Sign:
Samarojit
Modi Properties

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 38258
Date: 19/5
Sign: PN

4320

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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

TRANSIT

 : 13-05-2020

Customer Details	Invoice No.	11184
Silver Oak Villas LLP	Invoice Date.	13-05-2020
5-4-187/3 & 4, II Flooor, MG Road,Secundrerabad	PO No.	67096
	PO Date.	12-05-2020
	Req ID	56774
GSTIN : 36ADBFS3288A2Z7	Req Date	12-05-2020
	Loc Req No	16157

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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15							

INWARD

Inward No: Dt:

MRN No: Dt:

Received By: Sign:

Modi Properties

IGST	CGST	SGST	Total Taxable Amount	820.00	147.60
	73.80	73.80	Total Invoice Amount	967.60	

Rupees : Nine Hundred Sixty Seven and Paise Sixty Only.

for Summit Sales LLP

Authorised signatory

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