PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28/5/2020	Prepared by:	K. R. Chaplu
PO/WO no.	66984	PO / WO Date.	6/5/2020
Supplier Name	SSLLR	PO/WO amount	1,993/-
Firm/Company	VOC	Project	VOC
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11126	8/5/2020	1,993/-
2.			
3.			
Amount A – Bills total(Excluding Transport &Hamali Charges):			1,993/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9272	8/5/2020	79294	☑ 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:	1,993/-
Amount E – PO / WO value:	1,993/-
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	1/6/2020

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	[signature]				
Date	28/5/2020	28/5/20					

APPROVED
28 MAY 2020
MINISH PARIKH
MANAGER PROCUREMENT

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

ORIGINAL INVOICE

#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.	11126
Behind Janapriya, Kowkur, Hyderabad	Invoice Date.	08-05-2020
	PO No.	66984
	PO Date.	06-05-2020
	Req ID	56639
	Req Date	02-05-2020
GSTIN : 36AANFG4817C1ZH	Loc Req No	63289

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	9600 - Tools - mask - NA - Nos		50	10.50	525.00	5	26.24
2	4113 - Consumables - sodium hypoclorite - 5 Ltrs -		1	892.50	892.50	18	160.64
3	4112 - Consumables - Sanitizer - 500 ml - Nos		1	200.00	200.00	12	24.00
4	9600 - Tools - mask - NA - Nos FaceSheilds		2	70.00	140.00	18	25.20
5							
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INWARD No. 65308 Date: 12/5/20 Sign: MODI PROPERTIES PVT. LTD. SEC'BAD

INWARD 11-05-20 Inward No. 14952 Dt. 27/05/20 MRN No. 79894 Sign Received By: VILLA ORCHID LLP 15:35

IGST	CGST	SGST	Total Taxable Amount	1,757.50	236.08
	118.04	118.04	Total Invoice Amount	1,993.60	

Rupees : One Thousand Nine Hundred Ninty Three and Paise Sixty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 23-05-2020 16:25:15

66984
06.05.20 1:44:18

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**	66984	63289
	Doc Date	06-05-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7 040-66335551 9618244433	**Quote Date**	06-05-2020	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9600 - Tools - mask - NA - Nos	50.00	10.50	0.00	5.00	551.25
2	4113 - Consumables - sodium hypoclorite - 5 Ltrs - Nos	1.00	892.50	0.00	18.00	1,053.15
3	4112 - Consumables - Sanitizer - 500 ml - Nos	1.00	200.00	0.00	12.00	224.00
4	9600 - Tools - mask - NA - Nos *FaceSheilds*	2.00	70.00	0.00	18.00	165.20
				Total Order Value . . .		**1,993.60**

Rupees : One Thousand Nine Hundred Ninty Three 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	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 items not confirming to qlty & specs. Above order for Labour and staff safety use purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

Requisition Form

Company Name:	VOC LLP	Date:	01-05-2020
Site & Phase :	VOC	Time:	17.55
Supplier	SSLLP	Req. No.	63289
Material required before date:	03-05-2020	ID No.	56639

No	Description	Size	Quantity	Units	Inward No	Dat
1	MASK 66984	STD	50 ✓	Nos		
2	SANITIZERS	500 ML	02 ✓	BOTTLE		
3	THARMO SCREEN MACHINE	STD	01 ✗	NOS		
4	FACE SHELDS	STD	02 ✓	NOS		
5	SPRAY SODIUM HYPOCHLORIDE	LTR	05 ✓	LTR		
6	PESTICIDE SPRAY MACHINE — 67446.	STD	01 ✗	NOS		
7						
8						
9						
10						

Remarks: - For VOC SITE LABOR PURPOSE.

Prepared By	A Suresh	Approved by	
Sign.& Date	101-05-2020	Sign. & Date	

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

UMR Req - 68273

① spray machine

150226.

② spray machine.

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.	9272
Villa Orchids LLP	DC Date.	08-05-2020
Behind Janapriya, Kowkur, Hyderabad	PO No.	66984
	PO Date.	06-05-2020
	Req ID	56639
GSTIN : 36AANFG4817C1ZH	Req Date	02-05-2020
	Loc Req No	63289

	Description of Goods	HSN/SAC	Qty
1	9600 - Tools - mask - NA - Nos		50
2	4113 - Consumables - sodium hypoclorite - 5 Ltrs - Nos		1
3	4112 - Consumables - Sanitizer - 500 ml - Nos		1
4	9600 - Tools - mask - NA - Nos		2
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INWARD
Inward No. 14952 Date 11-05-20
MRN No. 79294 Date 27/5/20
Received by
VILLA ORCHIDS LLP

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory