PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	29/5/20	Prepared by:	V. Parvati
PO/WO no.	67068	PO / WO Date.	11/5/20
Supplier Name	summit sales LLP	PO/WO amount	3,560/-
Firm/Company	Nilgiri estates	Project	NG
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11397	28/5/20	1,006/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,006/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9498	28/5/20	79343	☑ 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:				1,006/-
Amount E – PO / WO value:				3,560/-
Amount F – Difference (A – E):				2,554/-

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:_ final bill received.	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	V. Parvati	[signature]	APPROVED 02 JUN 2020 [signature] MINISH PARIKH MANAGER PROCUREMENT				
Date	29/5/20.	2/6					

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

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.	11397
Nilgiri Estates	Invoice Date.	28-05-2020
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	67068
	PO Date.	11-05-2020
	Req ID	56671
GSTIN : 36AAHFN0766F1ZA	Req Date	06-05-2020
	Loc Req No	72760

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	7	78.00	546.00	0	0.00
2	4022 - Consumables - Dettol - NA - nos	3401	6	65.00	390.00	18	70.20
	Hand wash						
3							
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14							
15							

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 65829 Date 29/5/20 Sign:

IGST	CGST	SGST				
IGST	CGST	SGST	Total Taxable Amount	936.00		70.20
	35.10	35.10	Total Invoice Amount	1,006.20		

Rupees : One Thousand Six and Paise Twenty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 12-05-2020 10:17:41

67068
06.05.20 1:44:19

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
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	67068	72760
Doc Date	11-05-2020	
Quote No	Nil	
Quote Date	11-05-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4008 - Consumables - Cleaning Cloth - other - nos *Yellow*	12.00	16.00	0.00	5.00	201.60
2	4009 - Consumables - Coconut Broom - other - nos	20.00	16.00	0.00	0.00	320.00
3	4014 - Consumables - Colin - 500ml - nos	10.00	74.00	0.00	18.00	873.20
4	4000 - Consumables - Acid - NA - ltrs	12.00	16.00	0.00	18.00	226.56
5	4065 - Consumables - Vim bar - NA - nos	5.00	42.00	0.00	18.00	247.80
6	4059 - Consumables - Surf Detergent Powder - NA - kgs *wheel*	5.00	24.00	0.00	18.00	141.60
7	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	12.00	78.00	0.00	0.00	936.00
8	4022 - Consumables - Dettol - NA - nos *Hand wash*	8.00	65.00	0.00	18.00	613.60
					Total Order Value . . .	**3,560.36**

Rupees : Three Thousand Five Hundred Sixty and Paise Thirty Six Only.

Part received

Ist Bill No 11168 Amount Rs 2,554/-
Balance has to be received Rs 1,006/-

final bill received as 15/5/2020
on date - 29/5/20 Rs - 1006/-
V. Pandy.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	GST included in above price.
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 items for Site use purpose
Completion Date	Nil

For *Nilgiri Estates*

Authorised Signatory

Name : 13/05/2020

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________

Date : __/__/____

Purchase Order

 12-05-2020 10:17:41

Original / Office Copy / Purchase Div.Copy

Measurment	Nil
Security	Nil
Remarks	

For ***Nilgiri Estates***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	NILGIRI ESTATES	Date:	05-05-2020
Site & Phase :	NILGIRI ESTATE	Time:	10:25
Supplier		Req. No.	72760
Material required before date:		ID No.	56671

No	Description	Size	Quantity	Units	Inward No	Date
1	Yellow cloth	STD	12	No's		
2	White cloth cleaning	STD	12	No's		
3	Acid Bottles	STD	12	No's		
4	Coconut Brooms	BIG	20	No's		
5	Colin Glass Cleaner	STD	10	No's		
6	Vim Bar	STD	05	No's		
7	Surf	STD	05	No's		
8	Lizol	STD	12	No's		
9	Acid Bottles	STD	12	No's		
10	Dettol Hand Wash	STD	08	No's		

PO 67068

Remarks: - For Site use Purpose

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

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

APPROVED BY
05 MAY 2020
SOHAM MODI
MANAGING DIRECTOR

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

Purchase Order

Original / Office Copy / Purchase Div.Copy

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
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	67068	72760
Doc Date	11-05-2020	
Quote No	Nil	
Quote Date	11-05-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

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3	4014 - Consumables - Colin - 500ml - nos	10.00	74.00	0.00	18.00	873.20
4	4000 - Consumables - Acid - NA - ltrs	12.00	16.00	0.00	18.00	226.56
5	4065 - Consumables - Vim bar - NA - nos	5.00	42.00	0.00	18.00	247.80
6	4059 - Consumables - Surf Detergent Powder - NA - kgs *wheel*	5.00	24.00	0.00	18.00	141.60
7	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	12.00	78.00	0.00	0.00	936.00
8	4022 - Consumables - Dettol - NA - nos *Hand wash*	8.00	65.00	0.00	18.00	613.60
				Total Order Value . . .		**3,560.36**

Rupees : Three Thousand Five Hundred Sixty and Paise Thirty Six Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	GST included in above price.
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 items for Site use purpose
Completion Date	Nil

For ***Nilgiri Estates***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Name : ____________

Date : __/__/____

12-05-2020 10:17:41

Purchase Order

Original / Office Copy / Purchase Div.Copy

Measurment Nil

Security Nil

Remarks

For ***Nilgiri Estates***

Authorised Signatory

Name : 13/05/2020

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	DC No.	9498
Nilgiri Estates	DC Date.	28-05-2020
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	67068
	PO Date.	11-05-2020
	Req ID	56671
GSTIN : 36AAHFN0766F1ZA	Req Date	06-05-2020
	Loc Req No	72760

	Description of Goods	HSN/SAC	Qty
1	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	7
2	4022 - Consumables - Dettol - NA - nos	3401	6
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INWARD 28/5/20
Inward No: 2161 Dt. 28/05/2020
MRN No: 79343
Received By: Ashish
Nilgiri Estates

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SECUNDERABAD
INWARD No. 38496 Date 29/5/20

Authorised signatory

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		
Nilgiri Estates	Invoice No.	11397
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	Invoice Date.	28-05-2020
	PO No.	67068
	PO Date.	11-05-2020
	Req ID	56671
GSTIN : 36AAHFN0766F1ZA	Req Date	06-05-2020
	Loc Req No	72760

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	7	78.00	546.00	0	0.00
2	4022 - Consumables - Dettol - NA - nos Hand wash	3401	6	65.00	390.00	18	70.20
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INWARD
Inward No: 2166 Dt: 28/5/20
MRN No: 79343 Dt: 28/05/20
Received by: Ashish Sign
Nilgiri Estates

IGST	CGST	SGST			
	35.10	35.10	Total Taxable Amount	936.00	70.20
			Total Invoice Amount	1,006.20	

Rupees : One Thousand Six and Paise Twenty Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory