PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	30/5/20	Prepared by:	V. Pandi
PO/WO no.	67111	PO / WO Date.	12/5/20
Supplier Name	summit sales LLP	PO/WO amount	2,536/-
Firm/Company	modi properties pvt ltd.	Project	MPL
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11388	27/5/20	359/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			359/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9490	27/5/20	79312	☑ 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:	359/-
Amount E – PO / WO value:	2,536/-
Amount F – Difference (A – E):	2,177/-
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	6/6/20
Remarks: final bill received.	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	V. Pandi	[signature]	[signature] APPROVED 01 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	30/5/20.	1/6/20					

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 of 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

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/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	11388
Modi Properties Private Limited,.	Invoice Date.	27-05-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	67111
	PO Date.	12-05-2020
	Req ID	56737
GSTIN : 36AABCM4761E1ZM	Req Date	12-05-2020
	Loc Req No	11642

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos	9608	60	3.50	210.00	12	25.20
	Blue -50 nos Black-50 nos						
2	7528 - Stationery - other - Fevistick - NA - nos	9608	5	21.00	105.00	18	18.90
3							
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15							

IGST	CGST	SGST			
			Total Taxable Amount	315.00	44.10
	22.05	22.05	Total Invoice Amount	359.10	

Rupees : Three Hundred Fifty Nine and Paise Ten Only.

MODI PROPERTIES PVT. LTD. INWARD No. 65284 Date 28/5/20 Sign SECBAD

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 13-05-2020 11:05:42

67111
06.05.20 1:44:19

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

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	67111	11642
Doc Date	12-05-2020	
Quote No	Nil	
Quote Date	12-05-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7594 - Stationery - other - Stapler pin - other - boxes *small*	5.00	6.00	0.00	18.00	35.40
2	7593 - Stationery - other - Stapler - other - nos *small*	5.00	195.00	0.00	18.00	1,150.50
3	7560 - Stationery - other - Pen - NA - nos *Blue -50 nos Black-50 nos*	D 60 100.00	3.50	0.00	12.00	392.00
4	7573 - Stationery - other - Punch - other - nos *Big*	2.00	42.00	0.00	12.00	94.08
5	7563 - Stationery - other - Pencil - NA - boxes	2.00	42.00	0.00	12.00	94.08
6	7528 - Stationery - other - Fevistick - NA - nos	5.00	21.00	0.00	18.00	123.90
7	7544 - Stationery - other - Marker - NA - nos *Blue/Red/Black each-5 boxes*	15.00	16.00	0.00	12.00	268.80
8	7505 - Stationery - other - Binder Clips - other - boxes *19mm*	5.00	24.00	0.00	18.00	141.60
9	7505 - Stationery - other - Binder Clips - other - boxes *32mm*	5.00	40.00	0.00	18.00	236.00
			Total Order Value . . .			**2,536.36**

Rupees : Two Thousand Five Hundred Thirty Six and Paise Thirty Six Only.

Part received
I/r Bill no 11207 Amount Rs 2,1221/-
Balance has to be receivable Rs 359/-
final bill received as on
date - 30/5/20 amt - 359/- 30/5/2020
V. Pradip.

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	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : 14/5/20

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____

Date : __/__/____

Requisition Form

Company Name:	Modi realty Mallapur LLP	Date:	09.05.2020
Site & Phase :	GMR	Time:	10:30
Supplier		Req. No.	68279
Material required before date:	12.05.2020	ID No.	56723

No	Description	Size	Quantity	Units	Inward No	Date
1.	A4 papers	std	5	Bundles		
2.	Calculator	Std	2	No's		
3.	Staplers	big	2	No's		
4.	Stamp Pad	Std	2	No's		
5.	Markers	Std	10	No's		
6	Blue Pen PO 67110	Std	12	No's		
7.	Red Pen	Std	12	No's		
8						
9						
10						
11						

Remarks: For site and sales staff use purpose..

Prepared By :	Likhitha	Approved by	
Sign.& Date :	09.05.2020	Sign. & Date	APPROVED BY 11 MAY 2020 SOHAM MODI MANAGING DIRECTOR

Note:

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		
Modi Properties Private Limited,.	DC No.	9490
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	DC Date.	27-05-2020
	PO No.	67111
	PO Date.	12-05-2020
	Req ID	56737
GSTIN : 36AABCM4761E1ZM	Req Date	12-05-2020
	Loc Req No	11642

	Description of Goods	HSN/SAC	Qty
1	7560 - Stationery - other - Pen - NA - nos	9608	60
2	7528 - Stationery - other - Fevistick - NA - nos	9608	5
3			
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MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 38557 Date: 29/5 Sign: PL

INWARD
Inward No: 3141 Dt: 27/5/20
MRN No: 79312 Dt:
Received By: Sign: Nizam
Modi Properties Pvt. Ltd. Sy.No.82/1

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

TAX INVOICE

Summit Sales LLP

TRANSIT COPY

#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		
Modi Properties Private Limited,.	Invoice No.	11388
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	27-05-2020
	PO No.	67111
	PO Date.	12-05-2020
	Req ID	56737
GSTIN : 36AABCM4761E1ZM	Req Date	12-05-2020
	Loc Req No	11642

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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INWARD
Inward No 1341 Dt. 27/5/20
GRN No: 79312 Dt:
Received By: Sign: Nizam
Modi Properties Pvt. Ltd.
Sy.No.82/1

IGST	CGST	SGST			
			Total Taxable Amount	315.00	44.10
	22.05	22.05	Total Invoice Amount	359.10	

Rupees : Three Hundred Fifty Nine and Paise Ten Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction