PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	08-06-20	Prepared by:	Prabhakar
PO/WO no.	66911	PO / WO Date.	9-3-20
Supplier Name	Summit Sales LLP	PO/WO amount	886.44
Firm/Company	Villa orchids LLP	Project	VOC
Sl. No.	Bill No.	Bill Date	Bill amount
1	11032	18-4-20	886.44
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			886.44

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9181	18-4-20	78777	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount B –Other Credits : Transportation charges	
Amount C –Other Debits :	
Amount D (D=A+B-C) – Amount to be credited to the supplier:	886.44
Amount E – PO / WO value:	886.44
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	**15-06-20**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date							

APPROVED
08-06-2020
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/Wos upto Rs. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- 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/-

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.	11033
Villa Orchids LLP	Invoice Date.	18-04-2020
Behind Janapriya, Kowkur, Hyderabad	PO No.	66911
	PO Date.	09-03-2020
	Req ID	56563
	Req Date	16-04-2020
GSTIN : 36AANFG4817C1ZH	Loc Req No	63285

	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 small	9603	36	8.30	298.80	0	0.00
3							
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7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	796.80	89.64
	44.82	44.82	Total Invoice Amount	886.44	

Rupees : Eight Hundred Eighty Six and Paise Fourty Four Only.

65297
5/5/20

for Summit Sales LLP

Purchase Order

 17-Apr-20 3:31:25 PM

66911
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	**Doc No**	66911	63285
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	09-03-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	17-03-2020	
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 *small*	36.00	8.30	0.00	0.00	298.80
					Total Order Value . . .	**886.44**

Rupees : Eight Hundred Eighty Six and Paise Fourty 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 civil work purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For ***Villa Orchids LLP***

Authorised Signatory

Name : ______________________

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	Villa orchids llp	Date:	16.4.19
Site & Phase:	Villa orchids	Time:	15.30
Supplier:	SSLLP	Req. No.	63285
Material required before :		ID No.	56563

No	Description	Size	Quantity	Units	Inward No	Date
1	SPONZES	STD	05	Dozen	✓	
	BOMBAY BROOMS	SMALL	03	Dozen	✓	

Approved
16/4/20

66911

Remarks: for Balance civil work purpose			
Prepared By	A.Suresh	Approved by	
Sign.& Date	16.4.2020	Sign. & 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.	9181
Behind Janapriya, Kowkur, Hyderabad	DC Date.	18-04-2020
	PO No.	66911
	PO Date.	09-03-2020
	Req ID	56563
	Req Date	16-04-2020
GSTIN : 36AANFG4817C1ZH	Loc Req No	63285

	Description of Goods	HSN/SAC	Qty
1	4057 - Consumables - Sponges - NA - nos	3921	60
2	4080 - Consumables - Bombay Brooms - Other - Nos	9603	36
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INWARD
Inward No: 14943 Dt: 18/04/20
MRN No: 78777
Sign:
Received By:
VILLA ORCHID LLP
16:05

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 38056
815

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/UIN: 36ACQFS2044C1Z7

Customer Details		
Villa Orchids LLP	Invoice No.	11033
Behind Janapriya, Kowkur, Hyderabad	Invoice Date.	18-04-2020
	PO No.	66911
	PO Date.	09-03-2020
	Req ID	56563
	Req Date	16-04-2020
GSTIN : 36AANFG4817C1ZH	Loc Req No	63285

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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IGST	CGST	SGST			
			Total Taxable Amount	796.80	89.64
	44.82	44.82	Total Invoice Amount	886.44	

Rupees : Eight Hundred Eighty Six and Paise Fourty Four Only.

INWARD
Inward No. 14943 Dt: 18/04/20
MRN No. Dt:
Received by: Sign:
VILLA ORCHID LLP

for Summit Sales LLP