PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	4/6/2020	Prepared by:	K.R. Charyulu
PO/WO no.	67293	PO / WO Date.	19/5/2020
Supplier Name	SSLLP	PO/WO amount	3,946/-
Firm/Company	Serene	Project	Serene
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11256	20/5/2020	3,946/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,946/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9378	20/5/2020	79138	☑ 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:	3,946/-
Amount E – PO / WO value:	3,946/-
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	8/6/2020

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M.D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	[signature] APPROVED 05 JUN 2020				
Date	4/6/2020	5/6	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. 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		
Modi Farm House (Hyderabad) LLP	Invoice No.	11256
Sy No. 44, Yenkepally Village, Chevella Mandal	Invoice Date.	20-05-2020
	PO No.	67293
	PO Date.	19-05-2020
	Req ID	56837
GSTIN : 36	Req Date	14-05-2020
	Loc Req No	150236

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles A4	4810	12	230.00	2,760.00	12	331.20
2	7584 - Stationery - other - Scribbling Pads - other -		10	15.00	150.00	12	18.00
3	7509 - Stationery - other - Calculator - NA - nos		2	155.00	310.00	18	55.80
4	7507 - Stationery - other - Box file - Big - nos		4	37.00	148.00	12	17.76
5	7508 - Stationery - other - Box file - small - nos		4	33.00	132.00	18	23.76
6							
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15							

IGST	CGST	SGST	Total Taxable Amount	3,500.00	446.52
	223.26	223.26	Total Invoice Amount	3,946.52	

Rupees : Three Thousand Nine Hundred Fourty Six and Paise Fifty Two Only.

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 65914 Date 1/6/20 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 19-05-2020 14:17:19

67293
15.05.20 11:58:47

From Company : **Modi Farm House (Hyderabad) LLP**
5-4-187/3&4, IInd Floor,M.G.Road, Secunderabad-500003.
G S T No. : 36

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	67293	150236
	Doc Date	19-05-2020	
GSTIN 36ACQFS2044C1Z7	**Quote No**	Nil	
040-66335551 9618244433	**Quote Date**	19-05-2020	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7555 - Stationery - other - Paper - A4 - bundles *A4*	12.00	230.00	0.00	12.00	3,091.20
2	7584 - Stationery - other - Scribbling Pads - other - nos	10.00	15.00	0.00	12.00	168.00
3	7509 - Stationery - other - Calculator - NA - nos	2.00	155.00	0.00	18.00	365.80
4	7507 - Stationery - other - Box file - Big - nos	4.00	37.00	0.00	12.00	165.76
5	7508 - Stationery - other - Box file - small - nos	4.00	33.00	0.00	18.00	155.76
				Total Order Value . . .		**3,946.52**

Rupees : Three Thousand Nine Hundred Fourty Six and Paise Fifty Two 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	Serene Farms Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503 Phone. ..
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 site use purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Modi Farm House (Hyderabad) LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Modi Farm House(hyd)llp	Date:	14-05-2020
Site & Phase :	Serene farms	Time:	10.25
Supplier		Req. No.	150236
Material required before date:	ASAP	ID No.	56837

No	Description	Size	Quantity	Units	Inward No	Date
1	**A4 Size Paper Bundle**	Std	12	Nos		
2	Scribbling Pads	Std	10	Nos		
3	Calculators 67293	Std	02	Nos		
4	Box Files (Big size)	Std	04	Nos		
5	Box Files (Small Size)	Std	04	Nos		
6						
7						
8						
9						
10						

Remarks: The above material is require for Office Work at Site.

Prepared By	M.Mahesh	Approved by	APPROVED BY 15 MAY 2020 SOHAM MODI MANAGING DIRECTOR
Sign.& Date	14-05-2020	Sign. & Date	

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

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/UIN: 36ACQFS2044C1Z7

Customer Details		
Modi Farm House (Hyderabad) LLP	DC No.	9378
Sy No. 44, Yenkepally Village, Chevella Mandal	DC Date.	20-05-2020
	PO No.	67293
	PO Date.	19-05-2020
	Req ID	56837
GSTIN : 36	Req Date	14-05-2020
	Loc Req No	150236

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	12
2	7584 - Stationery - other - Scribbling Pads - other - nos		10
3	7509 - Stationery - other - Calculator - NA - nos		2
4	7507 - Stationery - other - Box file - Big - nos		4
5	7508 - Stationery - other - Box file - small - nos		4
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INWARD
Inward No: 5053 Dt: 20-05-20
MRN No: 79138 Dt: 21/05/2020
Received By: Sign:
Serene Construction (Hyd) LLP

38660
4/6
12

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TRANSIT COPY

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: 36AACQFS2044C1Z7

Customer Details		
Modi Farm House (Hyderabad) LLP	Invoice No.	11256
Sy No. 44, Yenkepally Village, Chevella Mandal	Invoice Date.	20-05-2020
	PO No.	67293
	PO Date.	19-05-2020
	Req ID	56837
GSTIN : 36	Req Date	14-05-2020
	Loc Req No	150236

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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2	7584 - Stationery - other - Scribbling Pads - other -		10	15.00	150.00	12	18.00
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4	7507 - Stationery - other - Box file - Big - nos		4	37.00	148.00	12	17.76
5	7508 - Stationery - other - Box file - small - nos		4	33.00	132.00	18	23.76
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12							
13							
14							
15							

INWARD
Inward No: 5053 Dt: 20-05-20
MRN No: Dt:
Received By: Sign:
Serene Construction (Hyd) LLP

IGST	CGST	SGST			
	223.26	223.26	Total Taxable Amount	3,500.00	446.52
			Total Invoice Amount	3,946.52	

Rupees : Three Thousand Nine Hundred Fourty Six and Paise Fifty Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction