PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 8/6/20 | Prepared by: | T. Bhat |
| PO/WO no. | 67332 | PO / WO Date. | 20/5/20 |
| Supplier Name | SSLLP | PO/WO amount | 2214 |
| Firm/Company | Sera Cst LLP | Project | Sera |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1. | 11439 | 30/5/20 | 2214 |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 2214 |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | 9539 | 30/5/20 | 72489 | ☑ 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: | 2214 |
| Amount E – PO / WO value: | 2214 |
| 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 | 12/6/20 |

Remarks:_

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | [signature] | | | | | | |
| Date | 8/6/20 | | | | | | |

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 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

# 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. | 11439 |
|---|---|---|
| Serene Constructions LLP | Invoice Date. | 30-05-2020 |
| Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict | PO No. | 67332 |
| | PO Date. | 20-05-2020 |
| | Req ID | 56990 |
| | Req Date | 20-05-2020 |
| GSTIN : 36ACVFS7909P1ZV | Loc Req No | 150249 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 4798 - Electrical - other - FP Isolator - NA - nos | 8536 | 4 | 469.00 | 1,876.00 | 18 | 337.68 |
| | 40 ams | | | | | | |
| 2 | | | | | | | |
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| 14 | | | | | | | |
| 15 | | | | | | | |

| IGST | CGST | SGST | Total Taxable Amount | 1,876.00 | | 337.68 |
|---|---|---|---|---|---|---|
| | 168.84 | 168.84 | Total Invoice Amount | 2,213.68 | | |

Rupees : Two Thousand Two Hundred Thirteen and Paise Sixty Eight Only.

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 65917
Date: 1/6/20
Sign:

**for Summit Sales LLP**

*Authorised signatory*

Subject to Hyderabad Jurisdiction

# Purchase Order

 23-05-2020 1:23:50 PM

67332
15.05.20 11:59:03

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

| **Supplier Details** | | | |
|---|---|---|---|
| Summit Sales LLP<br>5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad | **Doc No** | 67332 | 150249 |
| | **Doc Date** | 20-05-2020 | |
| | **Quote No** | Nil | |
| **GSTIN** 36ACQFS2044C1Z7 | **Quote Date** | 20-05-2020 | |
| 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 | 4798 - Electrical - other - FP Isolator - NA - nos<br>*40 ams* | 4.00 | 469.00 | 0.00 | 18.00 | 2,213.68 |
| | **Total Order Value . . .** | | | | | **2,213.68** |

Rupees : Two Thousand Two Hundred Thirteen and Paise Sixty Eight 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** | Serene Farms<br>Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503<br>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 maintaince purpose |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | |

For ***Serene Constructions LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

## Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | serene constructions llp | Date: | 20-05-2020 |
| Site & Phase : | SERENE FARMS | Time: | 11.45 |
| Supplier | | Req. No. | 150249 |
| Material required before date: | asap | ID No. | 56990 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | **4pole 40 amps isolator** | std | 4 | nos | | |
| 2 | 67332 | | | | | |
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Remarks:The above material is required for site maintanence purpose

| | | | |
|---|---|---|---|
| Prepared By | SYED GOLAM SARWAR | Approved by | |
| Sign.& Date | 20-05-2020 | Sign. & Date | |

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

APPROVED
20 MAY 2020
MINISH PARIKH
MANAGER PROCUREMENT

## Requisition Form

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

| No | Description | Size | Quantity | Units | Inward No | Date |
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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.

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. | 9539 |
|---|---|---|
| Serene Constructions LLP | DC Date. | 30-05-2020 |
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| GSTIN : 36ACVFS7909P1ZV | Loc Req No | 150249 |

| | Description of Goods | HSN/SAC | Qty |
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...TIES PVT. LTD. SEC'BAD
INWARD
No: 38690
Date:
Sign: 5/6

**for Summit Sales LLP**

*Authorised signatory*

Subject to Hyderabad Jurisdiction

| INWARD | |
|---|---|
| Inward No: 5075 | Dt: 30.05.20 |
| MRN No: 79459 | Dt: |
| Received By: Saman | Sign: |
| Serene Construction (Hyd) LLP | |

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/UNI: 36ACQFS2044C1Z7**



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| IGST | CGST | SGST | | | | |
|---|---|---|---|---|---|---|
| | | | Total Taxable Amount | 1,876.00 | | 337.68 |
| | 168.84 | 168.84 | Total Invoice Amount | 2,213.68 | | |

Rupees : Two Thousand Two Hundred Thirteen and Paise Sixty Eight Only.

**INWARD**

| Inward No: 5075 | Dt: 30.05.20 |
|---|---|
| MRN No: 79459 | Dt: |
| Received By: Suman | Sign: |

Serene Construction (Hyd) LLP

Subject to Hyderabad Jurisdiction

**for Summit Sales LLP**

*Authorised signatory*