PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	8/6/20	Prepared by:	T. Shah
PO/WO no.	67288	PO / WO Date.	19/5/20
Supplier Name	SS LLP	PO/WO amount	3428
Firm/Company	MFH (1+7a) LLP	Project	Scrc f
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11443	30/5/20	1923
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1923

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9543	30/5/20	79461	☑ 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:	1923
Amount E – PO / WO value:	3428
Amount F – Difference (A – E):	1505

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:_ Short Recived

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

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.	11443
Modi Farm House (Hyderabad) LLP	Invoice Date.	30-05-2020
Sy No. 44, Yenkepally Village, Chevella Mandal	PO No.	67288
	PO Date.	19-05-2020
	Req ID	56838
	Req Date	14-05-2020
GSTIN : 36	Loc Req No	150235

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4003 - Consumables - Bombay Broom - Big - nos	9603	10	56.00	560.00	0	0.00
2	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	10	78.00	780.00	18	140.40
3	4041 - Consumables - Mopping stick - NA - nos	9603	3	125.00	375.00	18	67.50
4							
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15							

IGST	CGST	SGST	Total Taxable Amount	1,715.00		207.90
	103.95	103.95	Total Invoice Amount		1,922.90	

Rupees : One Thousand Nine Hundred Twenty Two and Paise Ninty Only.

MODI PROPERTIES PVT. LTD. SECBAD
INWARD
No. 65921
Date: 1/6/20
Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 19-05-2020 14:17:19

67288
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	67288	150235
	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	4003 - Consumables - Bombay Broom - Big - nos	10.00	56.00	0.00	0.00	560.00
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	10.00	78.00	0.00	18.00	920.40
3	4041 - Consumables - Mopping stick - NA - nos	3 6.00	125.00	0.00	18.00	885.00
4	4008 - Consumables - Cleaning Cloth - other - nos	12.00	16.00	0.00	5.00	201.60
5	4035 - Consumables - Harpic - Cleaner - 500ml - nos	10.00	73.00	0.00	18.00	861.40
					Total Order Value . . .	**3,428.40**

Rupees : Three Thousand Four Hundred Twenty Eight and Paise Fourty Only.

Part received

Ist Bill no 11258 Amount Rs 1,505/-

Balance has to be receivable Rs 1,923/-

4/6/2020

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	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 cleaning at club house office use purpose.
Completion Date	NA
Measurment	NA
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:	10.15
Supplier		Req. No.	150235
Material required before date:	ASAP	ID No.	56838

No	Description	Size	Quantity	Units	Inward No	Date
1	**Hrpic Toilet Cleaner**	Std	10	Nos		
2	Floor Cleaning liquid	Std	10	Nos		
3	Mopping Sticks	Std	06	Nos		
4	Bombay Brooms (Office Use) 67288	Std	10	Nos		
5	Yellow Cloths	Std	12	Nos		
6						
7						
8						
9						
10						

Remarks: The above material is require for Cleaning at Club house Office& G.Cottages all in site Only

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/UNI: 36ACQFS2044C1Z7

Customer Details	DC No.	9543
Modi Farm House (Hyderabad) LLP	DC Date.	30-05-2020
Sy No. 44, Yenkepally Village, Chevella Mandal	PO No.	67288
	PO Date.	19-05-2020
	Req ID	56838
GSTIN : 36	Req Date	14-05-2020
	Loc Req No	150235

	Description of Goods	HSN/SAC	Qty
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2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	10
3	4041 - Consumables - Mopping stick - NA - nos	9603	3
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MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 38688
Date:
Sign: 5/6

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 5078	Dt: 30.05.20
MRN No: 79461	Dt:
Received By:	Sign:
Serene Construction (Hyd) LLP	

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

TRANSIT COPY

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

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Modi Farm House (Hyderabad) LLP	Invoice Date.	30-05-2020
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IGST	CGST	SGST				
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	103.95	103.95	Total Invoice Amount	1,922.90		

Rupees : One Thousand Nine Hundred Twenty Two and Paise Ninty Only.

Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 5078	Dt: 30.05.20
MRN No: 9167	Dt:
Received By:	Sign:
Serene Construction (Hyd) LLP	

for Summit Sales LLP

Authorised signatory