

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		3/6/20		Prepared by:		S. Gowmya	
PO/WO no.		67481		PO / WO Date.		27/5/20	
Supplier Name		SSLP.		PO/WO amount		4,484	
Firm/Company		MC Modi Educational Trust		Project		Manilal Modi Memorial Hospital	
Sl. No.	Bill No.	Bill Date	Bill amount				
1.	11472	1/6/20	1,345.20				
2.							
3.							
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,345.20				
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	9567	1/6/20		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B –Other Credits :			-				
Amount C –Other Debits :			-				
Amount D (D=A+B-C) – Amount to be credited to the supplier:			1,345.20				
Amount E – PO / WO value:			4,484.				
Amount F – Difference (A – E):			-3,139/-				
Quantity received as per PO /WO			<input type="checkbox"/> Yes <input type="checkbox"/> Excess received <input checked="" type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)				
Is difference between PO / Bill acceptable?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (explained below)				
Excess / short material received			<input checked="" type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)				
Close PO / W?O			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)				
Advance paid / PDC given (deduct when paying)			<input type="checkbox"/> Yes – Rs. ___/- <input type="checkbox"/> No				
Payment – due date			1/6/20				
Remarks:			Short received. – (Part bill received)				
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	<i>S. Gowmya</i>		<i>[Signature]</i>				
Date	3/6/20		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 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

1 of 1 : 01-06-2020

Customer Details

MC Modi Educational Trust
manilal modi memorial hospital

Invoice No.	11472
Invoice Date.	01-06-2020
PO No.	67481
PO Date.	27-05-2020
Req ID	57176
Req Date	26-05-2020
Loc Req No	162009

GSTIN : 36AAATM5488Q2ZO

Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1 7578 - Stationery - other - Ring Binder - other - nos A3		6	190.00	1,140.00	18	205.20
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
IGST	CGST	SGST	Total Taxable Amount	1,140.00		205.20
	102.60	102.60	Total Invoice Amount		1,345.20	

Rupees : One Thousand Three Hundred Fourty Five and Paise Twenty Only.

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

[Handwritten Signature]

Purchase Order

Page(s) 1 Of 1

27-05-2020 13:53:33

From Company : **MC Modi Educational Trust**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAATM5488Q2Z0



23.05.20 2:01:09

Supplier Details

Summit Sales LLP
5-4-187/3&4, II nd floor, Soham Mansion, MG Road, Secunderabad

Doc No	67481	162009
Doc Date	27-05-2020	
Quote No	Nil	
Quote Date	27-05-2020	
SupplyType	Supply	

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7578 - Stationery - other - Ring Binder - other - nos A3	20.00	190.00	0.00	18.00	4,484.00
Total Order Value . . .					4,484.00

Rupees : Four Thousand Four Hundred Eighty 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 Day.

Delivery Location Manilal Modi Memorial Hospital

Phone.

Penalty 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 NA

Measurement NA

Security Nil

Remarks

→ part bill received of Rs. 1,345/-
(B.u. 11472, dt: 1/6/20). and bal.
bill of Rs. 3,139/- to be received.

T.D. M. Prabhakar
12/6/20.

For **MC Modi Educational Trust**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : ___/___/___

Requisition Form

Company Name:		MCMET	Date:		23.05.2020	
Site & Phase :		Manilal Modi Memorial Hospital	Time:		12:00	
Supplier			Req. No.		162009	
Material required before date:		26.05.2020	ID No.		57176	
No	Description	Size	Quantity	Units	Inward No	Date
1	Flat Files		100	NO'S		
2	A3 Files		20	NO'S		
3						
4						
5						
6						
7						
8						
10						
Remarks: For site office purpose						
Prepared By		Pushpalatha	Approved by		Nikhil	
Sign. & Date		23.05.2020	Sign. & Date		23.05.2020	

67481

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

Summit Sales LLP

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Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 01-06-2020

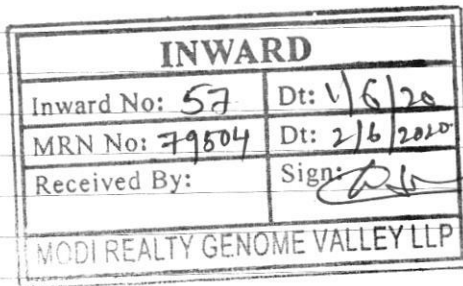
Customer Details

MC Modi Educational Trust
manilal modi memorial hospital

DC No.	9567
DC Date.	01-06-2020
PO No.	67481
PO Date.	27-05-2020
Req ID	57176
Req Date	26-05-2020
Loc Req No	162009

GSTIN : 36AAATM5488Q2ZO

Description of Goods	HSN/SAC	Qty
1 7578 - Stationery - other - Ring Binder - other - nos		6
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

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#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

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TRANSIT COPY

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 01-06-2020

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manilal modi memorial hospital

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PO No.	67481
PO Date.	27-05-2020
Req ID	57176
Req Date	26-05-2020
Loc Req No	162009


GSTIN : 36AAATM5488Q2ZO

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7578 - Stationery - other - Ring Binder - other - nos A3		6	190.00	1,140.00	18	205.20
2							
3							
4							
5							
6							
7							
8							
9							
10							
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15							
	IGST	CGST	SGST	Total Taxable Amount	1,140.00		205.20
		102.60	102.60	Total Invoice Amount		1,345.20	

Rupees : One Thousand Three Hundred Forty Five and Paise Twenty Only.

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