PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	4/6/20	Prepared by:	Sowmya
PO/WO no.	67539	PO / WO Date.	28/5/20
Supplier Name	SSllp.	PO/WO amount	609.87
Firm/Company	NE	Project	NE
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11498	2/6/20.	609.87
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			609.87

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9592	2/6/20	79527	☑ 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:	609.87
Amount E – PO / WO value:	609.87
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	6/6/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]	[signature] APPROVED 12 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	4/6/20.	12/6					

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

Summit Sales LLP

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

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	11498
Nilgiri Estates	Invoice Date.	02-06-2020
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	67539
	PO Date.	28-05-2020
	Req ID	57214
	Req Date	27-05-2020
GSTIN : 36AAHFN0766F1ZA	Loc Req No	72781

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	9600 - Tools - mask - NA - Nos		30	10.50	315.00	5	15.76
2	4112 - Consumables - Sanitizer - 500 ml - Nos		1	200.00	200.00	12	24.00
3	9600 - Tools - mask - NA - Nos		5	10.50	52.50	5	2.62
	FaceSheilds						
4							
5							
6							
7							
8							
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11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	567.50		42.38
	21.19	21.19	Total Invoice Amount	609.87		

Rupees : Six Hundred Nine and Paise Eighty Seven Only.

for Summit Sales LLP

Authorised signatory

MODI PROPERTIES PVT. LTD. ★ SEC'BAD ★
INWARD
No: 6605 4
Date: 11/6/20
Sign:

Subject to Hyderabad Jurisdiction

Purchase Order

 28-05-2020 14:23:55

67539
23.05.20 2:03:42

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details			
Summit Sales LLP	**Doc No**	67539	72781
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	28-05-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	28-05-2020	
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	9600 - Tools - mask - NA - Nos	30.00	10.50	0.00	5.00	330.75
2	4112 - Consumables - Sanitizer - 500 ml - Nos	1.00	200.00	0.00	12.00	224.00
3	9600 - Tools - mask - NA - Nos *FaceSheilds*	5.00	10.50	0.00	5.00	55.13
			Total Order Value . . .			**609.88**

Rupees : Six Hundred Nine and Paise Eighty Eight Only.

Terms and Conditions :-

Specification /	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	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. 9030931172, 8297349480
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Above order for Labour and staff safety use purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	This amount debited to contractors: Mallesham-520/- Mohd ishq-520/- chandrakala-315/- kailash pandey-520/- N.krishna-315/- Dharma-210/- K.krishna-105 N.Ramakrishna-105

For ***Nilgiri Estates***

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	NILGIRI ESTATES	Date:	26-05-2020
Site & Phase :	NILGIRI ESTATE	Time:	11:20
Supplier		Req. No.	72781
Material required before date:		ID No.	57214

No	Description	Size	Quantity	Units	Inward No	Date
1	Sanitizers	500ml	01	No's		
2	Face shields 675381	STD	05	No's		
3	Masks	STD	30	No's		
4						
5						
6						
7						
8						
9						

Remarks: - For Site use Purpose

Prepared By	Anil	Approved by	Anil
Sign.& Date	26-05-2020	Sign. & Date	

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

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

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
4						
5						
6						
7						
8						
9						
10						

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

11.02

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.	9592
Nilgiri Estates	DC Date.	02-06-2020
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	67539
	PO Date.	28-05-2020
	Req ID	57214
	Req Date	27-05-2020
GSTIN : 36AAHFN0766F1ZA	Loc Req No	72781

	Description of Goods	HSN/SAC	Qty
1	9600 - Tools - mask - NA - Nos		30
2	4112 - Consumables - Sanitizer - 500 ml - Nos		1
3	9600 - Tools - mask - NA - Nos		5
4			
5			
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MODI PROPERTIES PVT. LTD. ★SEC'BAD★
INWARD
No: 38700
Date: 6/6
Sign:

INWARD
Inward No: 2675 Dt: 2/6/20
MRN No: 79527 Dt: 3/6/2020
Received By: Ashish
Sign
Nilgiri Estates

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

Summit Sales LLP

TRANSIT COPY

#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		
Nilgiri Estates	Invoice No.	11498
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	Invoice Date.	02-06-2020
	PO No.	67539
	PO Date.	28-05-2020
	Req ID	57214
	Req Date	27-05-2020
GSTIN : 36AAHFN0766F1ZA	Loc Req No	72781

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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3	9600 - Tools - mask - NA - Nos FaceSheilds		5	10.50	52.50	5	2.62
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

INWARD
Inward No: 21675 Dt: 2/6/20
MRN No: 79527 Dt: 3/6/2020
Received By: Ashish Sign.
Nilgiri Estates

IGST	CGST	SGST	Total Taxable Amount	567.50		42.38
	21.19	21.19	Total Invoice Amount	609.87		

Rupees : Six Hundred Nine and Paise Eighty Seven Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction