PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	8/6/20	Prepared by:	Soumya.
PO/WO no.	67205	PO / WO Date.	17/3/20
Supplier Name	SSllp.	PO/WO amount	11,153.54
Firm/Company	Modi properties pvt ltd	Project	MPL
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11559	6/6/20.	1,545.60
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,545.60

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9652	6/6/20	76977	☑ 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:				1,545.60
Amount E – PO / WO value:				11,153.54.
Amount F – Difference (A – E):				9608

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	~~8/6/20~~ 19/6/20
Remarks: Short paid	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Soumya						
Date 12/6/20	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 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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	11559
Modi Properties Private Limited,.	Invoice Date.	06-06-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	67205
	PO Date.	17-03-2020
	Req ID	56860
	Req Date	14-05-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	11639

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	6	230.00	1,380.00	12	165.60
2							
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15							

IGST	CGST	SGST	Total Taxable Amount	1,380.00		165.60
	82.80	82.80	Total Invoice Amount		1,545.60	

Rupees : One Thousand Five Hundred Fourty Five and Paise Sixty Only.

MODI PROPERTIES PVT. LTD. INWARD No: 6611S Date: 7/6/20 Sign: SEC'BAD

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 30-05-2020 11:06:12

67205
15.05.20 11:58:46

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details

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

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	67205	11639
Doc Date	17-03-2020	
Quote No	Nil	
Quote Date	17-03-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4080 - Consumables - Bombay Brooms - Other - Nos *small*	100.00	8.30	0.00	0.00	830.00
2	4009 - Consumables - Coconut Broom - other - nos	20.00	16.00	0.00	0.00	320.00
3	4001 - Consumables - Air Freshner - NA - nos *Room Freshner*	6.00	82.00	0.00	18.00	580.56
4	4022 - Consumables - Dettol - NA - nos *Hand wash*	5.00	65.00	0.00	18.00	383.50
5	4000 - Consumables - Acid - NA - ltrs	20.00	16.00	0.00	18.00	377.60
6	4065 - Consumables - Vim bar - NA - nos	6.00	42.00	0.00	18.00	297.36
7	4006 - Consumables - Bucket - other - nos *with mug*	6.00	230.00	0.00	18.00	1,628.40
8	4046 - Consumables - Phinyle - 1Ltr - nos	6.00	48.00	0.00	18.00	339.84
9	4001 - Consumables - Air Freshner - NA - nos *odonil*	6.00	40.00	0.00	18.00	283.20
10	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	6.00	78.00	0.00	18.00	552.24
11	4040 - Consumables - Mopping Cloth - NA - nos	10.00	16.00	0.00	5.00	168.00
12	4008 - Consumables - Cleaning Cloth - other - nos	10.00	16.00	0.00	5.00	168.00
13	7555 - Stationery - other - Paper - A4 - bundles	6.00	230.00	0.00	12.00	1,545.60
14	4035 - Consumables - Harpic - Cleaner - 500ml - nos	6.00	73.00	0.00	18.00	516.84
15	2148 - Carpentry - hardware - Plastic gampa - other - nos	12.00	140.00	0.00	18.00	1,982.40
16	9570 - Tools - Spade with handle - NA - nos	10.00	100.00	0.00	18.00	1,180.00
				Total Order Value . . .		**11,153.54**

Rupees : Eleven Thousand One Hundred Fifty Three and Paise Fifty Four Only.

Part received

Terms and Conditions :-

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name : ______

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ______

Date : __/__/____

Purchase Order

 30-05-2020 11:06:12 Original / Office Copy / Purchase Div.Copy

Specification /	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	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation	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
Measurment	NA
Security	Nil
Remarks	

Part received

Ist Bill no 11389 Amount is 11478/-

balance has to be received is 9.676/-

II nd B : 11287 Amt : 8129 5/6/2020

Bal : 1546 /-

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : ______________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	07-05-2020
Site & Phase :	May Flower Platinum	Time:	02;10
Supplier		Req.No.	11639
Material required before date:	09-05-2020	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1	Boombay brooms	Std	100	No s		
2	Sponges	Std	200	Nos		
3	Acid	Std	20	No s		
4	Plastic gampa	Std	12	Nos		
5	Plastic bucket	Std	06	Nos		
6	Plastic mug	Std	06	Nos		
7	Coconut brooms	Std	20	Nos		
8	Spade with handle	Std	10	Nos		
9	Cleaning cloths yellow/white	Std	20	Nos		
10	Lizol	Std	06	Nos		
11	Harpic	Std	06	Nos		
12	Dettol hand wash	Std	05	Nos		
13	Odonil	Std	06	Nos		
14	Vim bar	Std	06	Nos		
15	Room freshener	Std	06	Nos		
16	Pheneyel	Std	06	Nos		
17	Paper bundles	Std	06	Nos		
18						

Remarks : for site use purpose

Prepared By	K.sravani	Approved by	SV.subbareddy
Sign.& Date	07-05-2020	Sign. & Date	

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.	9652
Modi Properties Private Limited,.	DC Date.	06-06-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	67205
	PO Date.	17-03-2020
	Req ID	56860
	Req Date	14-05-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	11639

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	6
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MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 28787 Date: 11/6 Sign:

INWARD
Inward No: 13281 Dt. 6/6/20
MRN No: 19677 Dt:
Received By: Sign: Nizam
Modi Properties Pvt. Ltd. Sy.No.82/1

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

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	Invoice No.	11559
Modi Properties Private Limited,.	Invoice Date.	06-06-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	67205
	PO Date.	17-03-2020
	Req ID	56860
	Req Date	14-05-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	11639

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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INWARD
Inward No 3931 Dt. 6/6/20
MRN No: 19677 Dt:
Received By: Sign: Nizam
Modi Properties Pvt. Ltd.
Sy.No.82/1

IGST	CGST	SGST				
			Total Taxable Amount	1,380.00		165.60
	82.80	82.80	Total Invoice Amount		1,545.60	

Rupees : One Thousand Five Hundred Fourty Five and Paise Sixty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction