PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	13/6/20	Prepared by:	T. Ghosh
PO/WO no.	63361	PO / WO Date.	8 21/11/19
Supplier Name	Aswani Book Suppl	**PO/WO amount**	82600
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	140	1/6/20	11800
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			11800

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			97165	☑ 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:	11800
Amount E – PO / WO value:	82600
Amount F – Difference (A – E):	70800
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	Balance to pay 19/6/20

Remarks: Short Received

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		[signature] APPROVED 16 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	13/6/20						

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 FOR RECIPIENT)

Aswani Book Suppliers
8-1-403 R.P.Road
Secunderabad
GSTIN/UIN: 36AANPR1520R1Z4
State Name : Telangana, Code : 36
Contact : 27702722,27715692,64566641,9848255650 / 9030058182
E-Mail : aswanibooksuppliers@rediffmail.com

Buyer
Sumit Sales Llp
5-4-187/3&4,IInd Floor,M.G.Road Secunderabad
Ph 9849245280
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Invoice No.	Dated
140	**1-Jun-2020**
Supplier's Ref.	Other Reference(s)

63361

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**Key Chain (18)**	3926	18 %	**500 nos.**	20.00	nos.		**10,000.00**
	CGST@9%				9	%		**900.00**
	SGST@9%				9	%		**900.00**
	Total			**500 nos.**				**₹ 11,800.00**

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 66315 Date 13/6/20 Sign.

Certified by: Stores Manager

INWARD
Inward No: 10360 Dt: 9/6/20
MRN No: 77165 Dt:
Received By: Sign:
SUMMIT SALES LLP

INWARD
Inward No: 14251 Dt: 9/6/20
MRN No: Dt:
Received By: Sign:
SUMMIT SALES LLP

Amount Chargeable (in words) E. & O.E
Indian Rupees Eleven Thousand Eight Hundred Only

Company's PAN : **AANPR1520R**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

Company's Bank Details
Bank Name : **Kotak Mahindra Bank**
A/c No. : **0011794158**
Branch & IFS Code: **R.P.Road & KKBK0007529**

Customer's Seal and Signature

for Aswani Book Suppliers

Authorised Signatory

SUBJECT TO SECUNDERABAD JURISDICTION

This is a Computer Generated Invoice

ORIGINAL

DELIVERY CHALLAN

Tele Fax : 27702722
: 27715692
64566641

No.

ASWANI BOOK SUPPLIERS

BOOKS AND STATIONERY

8-1-403, Rashtrapathi Road, Secunderabad - 3.
E-mail : aswanibooksuppliers@rediffmail.com

Date 2/6/2020

M/s. Summit Sales LLP

(Modi properties) R.P. Road

Your Order No. Dated

Our Ref. No. Dated

S.No.	Item Description	Qty.
1	Key Chain	500
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		

Since: 30 Years
ASWANI

INWARD
Inward No 10360 Dt 2/6/20
IRN No: Dt:
Received By: Sign:
SUMMIT SALES LLP

Received goods in good condition.
Receiver's Signature with Rubber Stamp.

For **Aswani Book Suppliers**

TIN No. 28530159386 C.S.T. No. SEC/10/1/1179/80-81

Purchase Order

 22-11-2019 12:41:20 PM

63361
20.11.19 1:36:41

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details			
Aswani Book Suppliers	**Doc No**	63361	12781
8-1-403, R P ROAD, Secunderbad	**Doc Date**	21-11-2019	
	Quote No	Nil	
GSTIN 36AANPR1520R1Z4	**Quote Date**	21-11-2019	
04027715692 9666613613	**SupplyType**	Supply	

Kind Attn : Mr.Rakesh

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4036 - Consumables - Keychain rings - NA - nos	500.00	20.00	0.00	18.00	11,800.00
2	7529 - Stationery - other - File Folders - NA - nos	1,000.00	27.00	0.00	18.00	31,860.00
3	7546 - Stationery - other - Paper Bags - NA - nos	1,000.00	33.00	0.00	18.00	38,940.00
					Total Order Value . . .	**82,600.00**

Rupees : Eighty Two Thousand Six Hundred Only.

Part received

Ist Bill No 2292 Amount to 36,960/-
IInd Bill No 2230 of Amount to 31,860/-
Balance has to be receivable to 13,780/-

11/3/2020

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	50% as advance & balance 50% on delivery of all materials.
Tax	Inclusive of all taxes
Delivery Date	Within 15 days
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra,9502266233, Mahesh.
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Rs.... vide cheq.....
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Stock Purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For ***Aswani Book Suppliers***

Name : ____________________

Date : __/__/____

REQUISITION FORM (Note: WRITE IN CAPITAL LETTERS)

Company Name	SSLLP				
Site & Phase	SHLLP			Requisition No.	12781
Date	21-11-19	Time:			
Supplier					
Material required before				Time:	

Sl. No.	Description	SIZE	QTY	UNITS
1	Key Chain		500	nos
2	Folder File		1000	nos
3.	Paper Bag 63381		1000	nos

Remarks: Stock maintain purpose

		ID. No:	
Prepared By:	T.Bhasker	Approved By:	
Sign. & Date:	21-11-19	Sign. & Date:	

APPROVED BY
22 NOV 2019
SOHAM MODI
MANAGING DIRECTOR

Estimate/Draft PO

 21-11-2019 1:38:28 PM Original / Office Copy / Purchase Div.Copy

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details			
Aswani Book Suppliers	**Doc No**	63361	12781
8-1-403, R P ROAD, Secunderbad	**Doc Date**	21-11-2019	
	Quote No	Nil	
GSTIN 36AANPR1520R1Z4	**Quote Date**	21-11-2019	
04027715692 9666613613	**SupplyType**	Supply	

Kind Attn : Mr.Rakesh

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					Total Order Value . . .	**82,600.00**

Rupees : Eighty Two Thousand Six Hundred Only.

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Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Rs.... vide cheq.....
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Stock Purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

APPROVED BY
22 NOV 2019
SOHAM MODI
MANAGING DIRECTOR

T. Bhaske

For *Summit Sales LLP*
Authorised Signatory

Accepted the above Terms And Conditions
For *Aswani Book Suppliers*

Name : ____________ Name : ____________ Date : __/__/____

Subject: Quotation
From: "lokanadam renukuntla" <aswanibooksuppliers@rediffmail.com>
Date: 20-11-2019, 15:24
To: "minish@modiproperties.com" <minish@modiproperties.com>

Sir,

We are submitting our quotation for following items.As disused

Negotiated Rates

Sl.NO	Particular	Rate	
1	key chain	22	20/- Each
2	Folder file	28.5	27/- Each
3	paper bag	34	33/- Each

Note,
1.GST 18%extra
2.50% advance to be paid
3.Balance 50% on delivery of stock
4.Delivery 15days after P.O & advance
5.All material includes printing
6.All material are as per your sample.

In 21/11

THANKS & REGARDS,

ASWANI BOOK SUPPLIERS
R.P..Road,
Secunderabad
PH :04027715692, 040-42031079

MEMO

DATE & FROM:	TO & REMARKS.
20/11/2019	To
MANISH	MD SIR
	Enclosing the Quotes for
	Keychains, Bag's, & folders.

MEMO

DATE & FROM:	TO & REMARKS.
Prabhakar	At the time of Harry Daniel
	he was purchased these items.
	without issuing any Po' except
	wall clock 200 nos. we dont have
	any Po's for these items (with logo).
	Prices for wall clock is very high
	we can negotiate further if we
	Know the Supplier!
	Attaching the Po 'of wall clock!
	Kindly check!
	Ask [illegible] to negotiate
	for all items.
	VRUFENT

PVR

14-02-2019
Promotions

Sub: Rates for the Modi Properties Key chains, Bags, L-folders & Wall clock

1. Key chain - Rs. 26/-
2. Bags - Rs. 42.50/-
3. folder - Rs. 34/-
4. Wall clock - Rs. 308/- high-??!

Check!

Discription	Rate	Qty	Total
Key chain	26	500	13000 ✓
Bags	42.5	1000	42500 ✓
Folder	34	1000	34000 ✓
Wall clock	308	500	154000 ✓
	high Price	**Grand Total**	**243500**

Please advice,

Regards,
Prasad.

14/02/19

Sir,

You asked me to pull up old PO's. Sir we got watches "PO" only. Remaining k Bags & folder didnot have any PO

Please suggest me.

07/03/19.

Sir,

Final Prices from vedors on quotation.

- Keychain - Rs. 25/- Per each (Pure lases) - 500 Nos.
- Bags - Rs. 41.5/- Per each - 500 Nos
- Flolder - Rs. 33/- Per each (Mat lamination) - 500 Nos/-
- Wall clock - Rs. 256/- Per each - 100 Nos

Please advaise,

14/03/19.

APPROVED BY
15 MAR 2019
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

 16-Nov-19 2:38:42 PM Original / Office Copy / Purchase Div.Copy

From Company :	**Mody Trading Corporation** 5-4-187/3 & 4, IInd floor, M.G.Road, Secunderabad - 500003 G S T No. : 36490626065

Supplier Details			
Rikon Marketing	**Doc No**	22570	4839
#5-9-250 to 257/C/6,7,8,1-2, 2nd floor unity, Abids Hyderbad-01.	**Doc Date**	03-02-2014	
	Quote No	Nil	
GSTIN - 66751847	**Quote Date**	03-02-2014	
23204081/66739081 9848024191	**SupplyType**	Supply	

Kind Attn :

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	IGST	Amount
1	6043 - Miscellaneous - wall clock - NA - nos	200.00	87.35	0.00	14.50	20,003.15
					Total Order Value . . .	**20,003.15**

Rupees : Twenty Thousand Three and Paise Fifteen Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 'Quartz' brand.
Payment Terms	Against Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Already delivered
Delivery Location	Silver Oak Bungalows Phase - I Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of india mint Phone. Contact: Security 65908777, admin-9502288244
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	6 months on machine
Advance Paid	Rs.20003/- vide cheq.no.000023 dtd.28.1.14 of HDFC bank.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Customers purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

21/11
Supple required

For *Mody Trading Corporation*

Authorised Signatory

Accepted the above Terms And Conditions

For *Rikon Marketing*

Name : ____________________

Name : ____________________

Date : __/__/____