PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	11/6/20	Prepared by:	Sowmya.
PO/WO no.	67621	PO / WO Date.	30/5/20
Supplier Name	SSlb.	PO/WO amount	6,988.80.
Firm/Company	Seerene Constructions	Project	Serene farms.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11627	10/6/20.	6,988.80.
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			6,988.80

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9715	10/6/20.	79221	□ 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:	6,988.80
Amount E – PO / WO value:	6,988.80
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	15/6/20.

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]	[signature] APPROVED 17 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	11/6/20	17/6					

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.	11627
Serene Constructions LLP	Invoice Date.	10-06-2020
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict	PO No.	67621
	PO Date.	30-05-2020
	Req ID	57263
GSTIN : 36ACVFS7909P1ZV	Req Date	29-05-2020
	Loc Req No	150255

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4663 - Electrical - other - Tubelight fitting - 4ft - nos	9405	20	312.00	6,240.00	12	748.80
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	6,240.00		748.80
	374.40	374.40	Total Invoice Amount		6,988.80	

Rupees : Six Thousand Nine Hundred Eighty Eight and Paise Eighty Only.

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 6651 Date: 13/6/20 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 02-06-2020 2:45:59 PM

67621
03.06.20 12:48:11

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	67621	150255
	Doc Date	30-05-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	30-05-2020	
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	4663 - Electrical - other - Tubelight fitting - 4ft - nos	20.00	312.00	0.00	12.00	6,988.80
					Total Order Value . . .	**6,988.80**

Rupees : Six Thousand Nine Hundred Eighty Eight and Paise Eighty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 'Wipro' brand
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next 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	One year
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for sie lighting purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Serene Constructions LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	serene constructions llp	Date:	29-05-2020
Site & Phase :	Serene Farms	Time:	11.00
Supplier		Req. No.	150255
Material required before date: 31-05-2020		ID No.	57263

No	Description/Brand/Model No.	Warm or White	Wattage	Quantity	Units	Inward No	Date
1	**4' tube light(philips)**	**white**	20w	20	nos		
2	67621						
3							
4							
5							
6							
7							
8							
9							
10							

Remarks: The above material is required for site lighting purpose			
Prepared By	Syed golam sarwar	Approved by	
Sign.& Date	29-05-2020	Sign. & Date	

APPROVED
30 MAY 2020
MINISH PARIKH
MANAGER PROCUREMENT

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.	9715
Serene Constructions LLP	DC Date.	10-06-2020
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict	PO No.	67621
	PO Date.	30-05-2020
	Req ID	57263
GSTIN : 36ACVFS7909P1ZV	Req Date	29-05-2020
	Loc Req No	150255

	Description of Goods	HSN/SAC	Qty
1	4663 - Electrical - other - Tubelight fitting - 4ft - nos	9405	20
2			
3			
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MODI PROPERTIES PVT. LTD.
INWARD
No: 38858
Date: 16/6
Sign:

INWARD
5093 10/06/2020
79771 10/6/2020
Suman
Serene Construction (Hyd) LLP

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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

Customer Details	Invoice No.	11627
Serene Constructions LLP	Invoice Date.	10-06-2020
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict	PO No.	67621
	PO Date.	30-05-2020
	Req ID	57263
GSTIN : 36ACVFS7909P1ZV	Req Date	29-05-2020
	Loc Req No	150255

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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IGST	CGST	SGST				
			Total Taxable Amount	6,240.00		748.80
	374.40	374.40	Total Invoice Amount	6,988.80		

Rupees : Six Thousand Nine Hundred Eighty Eight and Paise Eighty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 5093	Dt: 10/06/20
MRN No:	Dt:
Received By: Suman	Sign:
Serene Construction (Hyd) LLP	