

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		28/05/20		Prepared by:		Mounika	
PO/WO no.		67414		PO / WO Date.		23/05/20	
Supplier Name		SSIP		PO/WO amount		936.00	
Firm/Company		East side residency Armoiguda		Project		ESR	
Sl. No.	Bill No.	Bill Date		Bill amount			
1.	11366	26/05/20		643.00			
2.							
3.							
Amount A – Bills total(Excluding Transport & Hamali Charges):						643.00	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	9470	26/05/20	-	<input 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:						643.00	
Amount E – PO / WO value:						936.00	
Amount F – Difference (A – E):						293.00/-	
Quantity received as per PO /WO			<input checked="" 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 type="checkbox"/> Yes <input type="checkbox"/> No (explained below)				
Excess / short material received			<input type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)				
Close PO / W?O			<input checked="" type="checkbox"/> Yes <input 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 checked="" type="checkbox"/> No				
Payment – due date			13/06/20				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Mounika						
Date	28/05/20						

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: 36AC0ES2044C1Z7

1 of 1 : 26-05-2020

ORIGINAL INVOICE

Customer Details				Invoice No.	11366			
East Side Residency Annojiguda LLP				Invoice Date.	26-05-2020			
Sy no. 96/97, Annojiguda, Near Pocharam, Hyderabad				PO No.	67414			
				PO Date.	23-05-2020			
				Req ID	57075			
				Req Date	22-05-2020			
GSTIN : 36AAHFE3373P1ZX				Loc Req No	130103			

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7507 - Stationery - other - Box file - Big - nos		4	37.00	148.00	12	17.76
2	7560 - Stationery - other - Pen - NA - nos Blue	9608	10	5.50	55.00	12	6.60
3	9561 - Tools - Scissors - other - nos	9018	2	55.00	110.00	18	19.80
4	7532 - Stationery - other - Gum - 150mm - nos	9000	5	37.00	185.00	18	33.30
5	7533 - Stationery - other - Highlighter - NA - nos	9608	3	19.00	57.00	18	10.26
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							



IGST	CGST	SGST	Total Taxable Amount	555.00	87.72
	43.86	43.86	Total Invoice Amount	642.72	

Rupees : Six Hundred Fourty Two and Paise Seventy Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order



67414
23.05.20 2:01:09

3) 1 Of 1

27-05-2020 16:15:52

From Company : **East Side Residency Annojiguda LLP**
5-4-187/3&4, II nd floor ,Soham Mansion, MG Road, Secunderabad-500003
G S T No. : 36AAHFE3373P1ZX

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	67414	130103
Doc Date	23-05-2020	
Quote No	Nil	
Quote Date	23-05-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7507 - Stationery - other - Box file - Big - nos	10.00	37.00	0.00	12.00	414.40
2 7560 - Stationery - other - Pen - NA - nos Blue	10.00	5.50	0.00	12.00	61.60
3 9561 - Tools - Scissors - other - nos	2.00	55.00	0.00	18.00	129.80
4 7532 - Stationery - other - Gum - 150ml - nos	5.00	37.00	0.00	18.00	218.30
5 7533 - Stationery - other - Highlighter - NA - nos	5.00	19.00	0.00	18.00	112.10

Total Order Value . . . 936.20

Rupees : Nine Hundred Thirty Six and Paise Twenty 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 East Side Residency
Sy no 96/97, Annojiguda, Near: Pocharam, Hyderabad-501301
Phone. 9121309555

Penalty 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 Nil

Measurment Nil

Security Nil

Remarks

Part bill received Rs. 6431 - Balance

has to be receivable Rs. 2931 -

Geney
5/6/20

For **East Side Residency Annojiguda LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

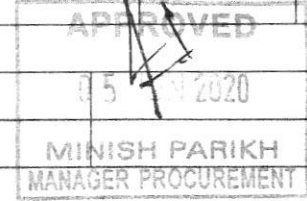
Name : _____

Name : _____

Date : ___/___/___

Requisition Form

Company Name:		East Side Residency Annojjiguda LLP		Date:		15-05-2020	
Site & Phase :		East Side Residency		Time:		02:30PM	
Supplier				Req. No.		130103	
Material required before date:			19-05-2020		ID No.		
No	Description	Size	Quantity	Units	Inward No	Date	
1	Flat Files	STD	100	No's			
2	Box files	STD	10	No's			
3	Blue Pens	STD	01	Box			
4	Scissors	STD	02	No's			
5	Gum	STD	05	No's			
6	Highlighter pen	STD	05	No's			
7							
8							
9							
10							
Remarks: - For site use purpose							
Prepared By		M.Aswini		Approved by			
Sign. & Date		15-05-2020		Sign. & Date			



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

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/UIN: 36ACQES2044C177

1 of 1 : 26-05-2020

Customer Details		DC No.	9470
East Side Residency Annojiguda LLP		DC Date.	26-05-2020
Sy no. 96/97, Annojiguda, Near Pocharam, Hyderabad		PO No.	67414
		PO Date.	23-05-2020
		Req ID	57075
GSTIN : 36AAHFE3373P1ZX		Req Date	22-05-2020
		Loc Req No	130103

	Description of Goods	HSN/SAC	Qty
1	7507 - Stationery - other - Box file - Big - nos		4
2	7560 - Stationery - other - Pen - NA - nos	9608	10
3	9561 - Tools - Scissors - other - nos	9018	2
4	7532 - Stationery - other - Gum - 150ml - nos	9608	5
5	7533 - Stationery - other - Highlighter - NA - nos	9608	3
6			
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8			
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INWARD
 Inward No: 1154
 MRN No: 22284
 Received By:
 EAST SIDE RESIDENCY
 Dt: 26/05/20
 Dt: 26/05/20
 Sign: *[Signature]*

MODI PROPERTIES PVT LTD
 INWARD
 No: 38403
 Date: 27/5
 Sign: *[Signature]*
 SECUNDERABAD

for Summit Sales LLP

Authorised signatory

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

GSTIN/UNIT: 36ACQES2044C1Z7

Supplier / Customer / Transporter - Copy

1 of 1 : 26-05-2020

TRANSIT COPY

Customer Details				Invoice No.	11366	
East Side Residency Annojiguda LLP				Invoice Date.	26-05-2020	
Sy no. 96/97, Annojiguda, Near Pocharam, Hyderabad				PO No.	67414	
GSTIN : 36AAHFE3373P1ZX				PO Date.	23-05-2020	
				Req ID	57075	
				Req Date	22-05-2020	
				Loc Req No	130103	
Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1 7507 - Stationery - other - Box file - Big - nos		4	37.00	148.00	12	17.76
2 7560 - Stationery - other - Pen - NA - nos Blue	9608	10	5.50	55.00	12	6.60
3 9561 - Tools - Scissors - other - nos	9018	2	55.00	110.00	18	19.80
4 7522 - Stationery - other - Gum - 150mm - nos	9608	5	37.00	185.00	18	33.30
4 7522 - Stationery - other - Gum - 150mm - nos	9608	5	37.00	185.00	18	33.30
5 7533 - Stationery - other - Highlighter - NA - nos	9608	3	19.00	57.00	18	10.26
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
IGST	CGST	SGST	Total Taxable Amount	555.00		87.72
	43.86	43.86	Total Invoice Amount			642.72

INWARD
 Inward No: 1154
 MRN No: 79264
 Received By: _____
 Dt: 26/05/20
 Sign: _____
EAST SIDE RESIDENCY

Rupees : Six Hundred Fourty Two and Paise Seventy Two Only.

for Summit Sales LLP

 Authorised signatory