PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	17/6/20	Prepared by:	Sowmya
PO/WO no.	.67943.	PO / WO Date.	12/6/20
Supplier Name	ss|lp.	PO/WO amount	4,889.52
Firm/Company	Sov lp.	Project	Sov lp.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11718	15/6/20.	4,084.04
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			4,084.04

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9802	15/6/20	80018.	☑ 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:	4,084.04
Amount E – PO / WO value:	4,889.52
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	20/6/20

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]	[signature]				
Date	17/6/20	22/6					

APPROVED
22 JUN 2020
MINISH PARIKH
MANAGER PROCUREMENT

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

ORIGINAL INVOICE

#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.	11718
Silver Oak Villas LLP	Invoice Date.	15-06-2020
Sy No. 291, Phase IX, Cherlapally, Hyderabad	PO No.	67943
	PO Date.	12-06-2020
	Req ID	57600
	Req Date	12-06-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155787

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4022 - Consumables - Dettol - NA - nos	3401	4	65.00	260.00	18	46.80
	Hand wash						
2	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	4	78.00	312.00	18	56.16
3	4014 - Consumables - Colin - 500ml - nos	3402	4	73.00	292.00	18	52.56
4	4046 - Consumables - Phinyle - 1Ltr - nos	2907	3	48.00	144.00	18	25.92
5	4001 - Consumables - Air Freshner - NA - nos	3307	6	45.00	270.00	18	48.60
	air pocket						
6	7555 - Stationery - other - Paper - A4 - bundles	4810	10	230.00	2,300.00	12	276.00
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	3,578.00		506.04
	253.02	253.02	Total Invoice Amount		4,084.04	

Rupees : Four Thousand Eighty Four and Paise Four Only.

for Summit Sales LLP

MODI PROPERTIES
Inward No. 66529
Date: 18/6

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 12-06-2020 15:19:36

67943
03.06.20 12:48:14

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

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	67943	155787
Doc Date	12-06-2020	
Quote No	Nil	
Quote Date	12-06-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4001 - Consumables - Air Freshner - NA - nos *Room freshner*	3.00	82.00	0.00	18.00	290.28
2	4022 - Consumables - Dettol - NA - nos *Hand wash*	4.00	65.00	0.00	18.00	306.80
3	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	4.00	78.00	0.00	18.00	368.16
4	4014 - Consumables - Colin - 500ml - nos	4.00	73.00	0.00	18.00	344.56
5	4046 - Consumables - Phinyle - 1Ltr - nos	3.00	48.00	0.00	18.00	169.92
6	4001 - Consumables - Air Freshner - NA - nos *air pocket*	6.00	45.00	0.00	18.00	318.60
7	7555 - Stationery - other - Paper - A4 - bundles	12.00	230.00	0.00	12.00	3,091.20
					Total Order Value . . .	**4,889.52**

Rupees : Four Thousand Eight Hundred Eighty Nine and Paise Fifty Two Only.

Port material Recieved.
Bill No: 11718 dt: 15/6/20
Amt: 4084/-
22/06/2020

Terms and Conditions :-

Specification / Brand	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	Silver Oak Villas Phase - IX Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of india mint Phone. Contact: Security 65908777, 9502288244 Sanjay
Penality For Delay	Nil
Transportation Cost	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

For ***Silver Oak Villas LLP***

Authorised Signatory

13/06/2020

Name : ______

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______

Date : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP	Date:	12-06-2020
Site & Phase :	Silver Oak Villas	Time:	10.00
Supplier		Req. No.	155787
Material required before date:	urgent	ID No.	57600

No	Description	Size	Quantity	Units	Inward No	Date
1	A4 Paper bundles	A4	12	bundles		
2	Room freshner		03	Nos		
3	Lizol		4	Nos		
4	Colin		4	Nos		
5	Handwash		4	Nos		
6	Phenyl		3	Nos		
7	Air Pocket		6	Nos		
8						
10						

67943

APPROVED
13 JUN 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: -For Site office purpose

Prepared By	G.Mona	Approved by	
Sign.& Date	12-06-2020	Sign. & Date	

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

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

No	Description	Size	Quantity	Units	Inward No	Date
1						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: - For Villas final possession purpose.

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

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.	9802
Silver Oak Villas LLP	DC Date.	15-06-2020
Sy No. 291, Phase IX, Cherlapally, Hyderabad	PO No.	67943
	PO Date.	12-06-2020
	Req ID	57600
	Req Date	12-06-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155787

	Description of Goods	HSN/SAC	Qty
1	4022 - Consumables - Dettol - NA - nos	3401	4
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	4
3	4014 - Consumables - Colin - 500ml - nos	3402	4
4	4046 - Consumables - Phinyle - 1Ltr - nos	2907	3
5	4001 - Consumables - Air Freshner - NA - nos	3307	6
6	7555 - Stationery - other - Paper - A4 - bundles	4810	10
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

MODI PROPERTIES PVT. LTD. INWARD No: 38960 Date: 17/6 Sign:

INWARD WITH TIME: 16.15
Inward No. 14307 Dt: 15/6/20
MRN No: 80018 Dt: 16/6/2
Received By: Sign:
SILVER OAK VILLAS LLP

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

TRANSIT COPY

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.	11718
Silver Oak Villas LLP	Invoice Date.	15-06-2020
Sy No. 291, Phase IX, Cherlapally, Hyderabad	PO No.	67943
	PO Date.	12-06-2020
	Req ID	57600
	Req Date	12-06-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155787

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4022 - Consumables - Dettol - NA - nos	3401	4	65.00	260.00	18	46.80
	Hand wash						
2	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	4	78.00	312.00	18	56.16
3	4014 - Consumables - Colin - 500ml - nos	3402	4	73.00	292.00	18	52.56
4	4046 - Consumables - Phinyle - 1Ltr - nos	2907	3	48.00	144.00	18	25.92
5	4001 - Consumables - Air Freshner - NA - nos	3307	6	45.00	270.00	18	48.60
	air pocket						
6	7555 - Stationery - other - Paper - A4 - bundles	4810	10	230.00	2,300.00	12	276.00
7							
8							
9							
10							
11							
12							
13							
14							
15							

INWARD WITH TIME: 16:15
Inward No. 14307 Dt: 15/6/20
MRN No: Dt:
Received By: Sign
SILVER OAK VILLAS LLP

IGST	CGST	SGST	Total Taxable Amount	3,578.00		506.04
	253.02	253.02	Total Invoice Amount	4,084.04		

Rupees : Four Thousand Eighty Four and Paise Four Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction