PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/6/20	Prepared by:	Sowmya.
PO/WO no.	68023	PO / WO Date.	16/6/20
Supplier Name	SS llp.	PO/WO amount	2,448.50
Firm/Company	Serene Constructions llp	Project	Serene farms
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11730	17/6/20.	2,448.50
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,448.50

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9810	17/6/20	80085	☑ 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:	2,448.50
Amount E – PO / WO value:	2,448.50
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	28/6/20

Remarks:_

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]					
Date	18/6/20.	22/6/20					

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		
Serene Constructions LLP	Invoice No.	11730
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict	Invoice Date.	17-06-2020
	PO No.	68023
	PO Date.	16-06-2020
	Req ID	57671
	Req Date	16-06-2020
GSTIN : 36ACVFS7909P1ZV	Loc Req No	150268

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4057 - Consumables - Sponges - NA - nos	3921	250	8.30	2,075.00	18	373.50
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	2,075.00		373.50
	186.75	186.75	Total Invoice Amount	2,448.50		

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

MODI PROPERTIES PVT. LTD. ★SEC'BAD★
INWARD
No: 66587
Date: 19/6/20
Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

68023
16.06.20 2:49:39

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	**Doc No**	68023	150268
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	16-06-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	16-06-2020	
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	4057 - Consumables - Sponges - NA - nos	250.00	8.30	0.00	18.00	2,448.50
					Total Order Value . . .	**2,448.50**

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

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	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	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	

For ***Serene Constructions LLP***

Authorised Signatory

16/06/2020

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Serene constructions llp	Date:	15-06-2020
Site & Phase :	SERENE FARMS	Time:	16.30
Supplier		Req. No.	150268
Material required before date: Urgent		ID No.	57671

No	Description	Size	Quantity	Units	Inward No	Date
1	**Sponjes**	Std	250	Nos		
2						
3						
4						
5	PO 68023					
6						
7						
8						
9						
10						

Remarks:The above material is required for Villa nos 01,03,04,13,14,15,25,27,30,&50 etc in to the Site work

APPROVED 16 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT

Prepared By	M Mahesh	Approved by	
Sign.& Date	15-06-2020	Sign. & Date	

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

Requisition Form

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

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:

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.	9810
Serene Constructions LLP	DC Date.	17-06-2020
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict	PO No.	68023
	PO Date.	16-06-2020
	Req ID	57671
	Req Date	16-06-2020
GSTIN : 36ACVFS7909P1ZV	Loc Req No	150268

	Description of Goods	HSN/SAC	Qty
1	4057 - Consumables - Sponges - NA - nos	3921	250
2			
3			
4			
5			
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7			
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MODI PROPERTIES PVT. LTD. SEC-BAD INWARD No. 39123 Date 19/6 Sign.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

INWARD	
Inward No:	Dt: 17-06-20
MRN No: 80085	Dt: 18/06/2020.
Received By:	Sign:
Serene Construction (Hyd) LLP	