24

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	23/6/20	Prepared by:	SOWMYA
PO/WO no.	67364	PO / WO Date.	22/5/20
Supplier Name	SSllp.	PO/WO amount	3,343.04
Firm/Company	KNM.	Project	KNM
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11840	22/6/20.	2,329.60
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,329.60

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9916	22/6/20	80479.	☑ 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:	2,329.60.
Amount E – PO / WO value:	3,343.04
Amount F – Difference (A – E):	1,014/-
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	□ A~~pproved – 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	**27.6.2020**
Remarks:	Final bill received

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya		APPROVED 17 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	23/6/20.						

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

ORIGINAL 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		
Kadakia and Modi Housing	Invoice No.	11840
SY NO. 1139, Shameerpet, Hyderabad, Road Opposite Orange Bowl -	Invoice Date.	22-06-2020
	PO No.	67364
	PO Date.	22-05-2020
	Req ID	57019
GSTIN : 36AAHFK8714A1ZJ	Req Date	20-05-2020
	Loc Req No	21463

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	8	230.00	1,840.00	12	220.80
2	7544 - Stationery - other - Marker - NA - nos Blue/Red/Black each-10 nos	9608	15	16.00	240.00	12	28.80
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IGST	CGST	SGST				
			Total Taxable Amount	2,080.00		249.60
	124.80	124.80	Total Invoice Amount	2,329.60		

Rupees : Two Thousand Three Hundred Twenty Nine and Paise Sixty Only.

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 66795 Date 25/6 Sign. 20

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

Page(s) 1 Of 1 22-05-2020 15:19:39

67364
15.05.20 11:59:03

From Company : **Kadakia and Modi Housing**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAHFK8714A1ZJ

Supplier Details			
Summit Sales LLP	**Doc No**	67364	21463
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	22-05-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	22-05-2020	
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	7555 - Stationery - other - Paper - A4 - bundles	10.00	230.00	0.00	12.00	2,576.00
2	7505 - Stationery - other - Binder Clips - other - boxes *32mm*	2.00	40.00	0.00	18.00	94.40
3	7505 - Stationery - other - Binder Clips - other - boxes *19mm*	2.00	24.00	0.00	18.00	56.64
4	7560 - Stationery - other - Pen - NA - nos *Blue/Red each-10 nos*	20.00	3.50	0.00	12.00	78.40
5	7544 - Stationery - other - Marker - NA - nos *Blue/Red/Black each-10 nos*	30.00	16.00	0.00	12.00	537.60
				Total Order Value . . .		**3,343.04**

Rupees : Three Thousand Three Hundred Fourty Three and Paise Four Only.

Part received
I st Bill No 11334 Amount Rs 1,013/-
Balance has to be received Rs 2,330/-
30/5/2020

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	Bloomdale Sy. No. 1139, Shameerpet, Hyd. Take Rd Opp. Orange Bowl Phone. Mobile no. 9100461618 (Mr.Vijay Bhasker - Admin)
Penality 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	

Final bill received 2,329/-
Bill no 11840 Amount Rs 2,329/-

For *Kadakia and Modi Housing*
Authorised Signatory

Accepted the above Terms And Conditions
For *Summit Sales LLP*

Name :

Name : ______

Date : __/__/__

Requisition Form

Company Name:	Kadakia & Modi Housing	Date:	18-5-2020
Site & Phase:	Bloomdale	Time:	15:00
Supplier		Req. No.	21463
Material required before date:	urgent	ID No.	57019

No	Description	Size	Quantity	Units	Inward No	Date
1	Paper bundles	A4	10	Nos		
1	Blue pens	-	10	NOS		
2	Red pens	-	10	Nos		
3	Blue marker	-	10	Nos		
4	Red marker	-	10	Nos		
5	Black marker	-	10	Nos		
6	Binder clips	Small	2	Boxes		
7	Binder clips	Big	2	Boxes		
8						
9						
10						
11						

6784

Remarks :For villa no 51 42 34 & Site use purpose Purpose.

Prepared By	G.Rahul	Approved by	
Sign. & Date	18-5-2020	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.	9916
Kadakia and Modi Housing	DC Date.	22-06-2020
SY NO. 1139, Shameerpet, Hyderabad, Road Opposite Orange Bowl -	PO No.	67364
	PO Date.	22-05-2020
	Req ID	57019
GSTIN : 36AAHFK8714A1ZJ	Req Date	20-05-2020
	Loc Req No	21463

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	8
2	7544 - Stationery - other - Marker - NA - nos	9608	15
3			
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21	Arrived 15:31		
22			
23			
24	INWARD		
25			
26	Inward No 16327 Dt: 22/06/20		
27	MRN No: 80479 Dt: 26/06/20		
28	Received By: Sign:		
29	Kadakia & Modi Housing		
30			

for Summit Sales LLP

Authorised signatory

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 39378 Date 27/6

Subject to Hyderabad Jurisdiction

TAX INVOICE

Summit Sales LLP

TRANSIT COPY

#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		
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SY NO. 1139, Shameerpet, Hyderabad, Road Opposite Orange Bowl -	Invoice Date.	22-06-2020
	PO No.	67364
	PO Date.	22-05-2020
	Req ID	57019
	Req Date	20-05-2020
GSTIN : 36AAHFK8714A1ZJ	Loc Req No	21463

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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INWARD

Inward No: 16327 Dt: 22/06/20

... No: 80479 Dt: 22/06/20

Received By: Sign:

Kadakia & Modi Housing

IGST	CGST	SGST				
			Total Taxable Amount	2,080.00		249.60
	124.80	124.80	Total Invoice Amount	2,329.60		

Rupees : Two Thousand Three Hundred Twenty Nine and Paise Sixty Only.

for Summit Sales LLP

Authorised signatory

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