PURCHASE DIVISION
Advice for approval for credit to supplier

8

Date:	23/6/20.	Prepared by:	SOWMYA
PO/WO no.	67366.	PO / WO Date.	22/5/20
Supplier Name	SSllp.	PO/WO amount	4,375.6
Firm/Company	Bloomdale Owners Association	Project	Bloomdale.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11841	22/6/20.	2,349.80
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,349.80

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9917	22/6/20	80480	☑ 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:	2,349.80.
Amount E – PO / WO value:	4,375.60
Amount F – Difference (A – E):	2,026

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	**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

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		
Bloomdale owners Association	Invoice No.	11841
Sy no-1139,Shameerpet,Hyderabad	Invoice Date.	22-06-2020
	PO No.	67366
	PO Date.	22-05-2020
	Req ID	57020
	Req Date	20-05-2020
GSTIN : 36	Loc Req No	21464

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4003 - Consumables - Bombay Broom - Big - nos	9603	5	56.00	280.00	0	0.00
2	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	10	78.00	780.00	5	39.00
3	4001 - Consumables - Air Freshner - NA - nos	3307	5	82.00	410.00	18	73.80
	Room freshner						
4	4022 - Consumables - Dettol - NA - nos	3401	10	65.00	650.00	18	117.00
	Hand wash						
5							
6							
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15							

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 66794 Date. 25/6 Sign.

IGST	CGST	SGST				
			Total Taxable Amount	2,120.00		229.80
	114.90	114.90	Total Invoice Amount	2,349.80		

Rupees : Two Thousand Three Hundred Fourty Nine and Paise Eighty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 22-05-2020 15:19:39

67366
15.05.20 11:59:03

From Company : **Bloomdale Owners Association**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36

Supplier Details			
Summit Sales LLP	**Doc No**	67366	21464
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	4009 - Consumables - Coconut Broom - other - nos	30.00	16.00	0.00	0.00	480.00
2	4003 - Consumables - Bombay Broom - Big - nos	5.00	56.00	0.00	0.00	280.00
3	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	10.00	78.00	0.00	5.00	819.00
4	4046 - Consumables - Phinyle - 1Ltr - nos	10.00	48.00	0.00	18.00	566.40
5	4001 - Consumables - Air Freshner - NA - nos *Room freshner*	10.00	82.00	0.00	18.00	967.60
6	4001 - Consumables - Air Freshner - NA - nos *odonil*	10.00	42.00	0.00	18.00	495.60
7	4022 - Consumables - Dettol - NA - nos *Hand wash*	10.00	65.00	0.00	18.00	767.00
					Total Order Value . . .	**4,375.60**

Rupees : Four Thousand Three Hundred Seventy Five and Paise Sixty Only.

Part received
Ist Bill no 11339 Amount Rs 2,025/-
Balance has to be received Rs 2,350/-
30/5/2020

Terms and Conditions :-

Specification /	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	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 office use purpose.
Completion Date	NA
Measurment	NA
Security	Nil

Final bill received
Bill no 11841 Amount Rs 2,349/-
28/6/20.

For ***Bloomdale Owners Association***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Bloomdale owner associations	Date:	18-5-2020
Site & Phase:	Bloomdale	Time:	15:00
Supplier		Req. No.	21464
Material required before date: urgent		ID No.	57020

No	Description	Size	Quantity	Units	Inward No	Date
1	Coconut brooms	Big	30	Nos		
2	Bombay brooms	Big	5	Nos		
3	Lizol bottles	-	10	Nos		
4	Phynl bottles	-	10	nos		
4	Room freshners	-	10	Bottles		
5	Odonil 62366	-	10	Nos		
6	Hand wash dettol	-	10	nos		
7						
8						
9						
10						
11						

Remarks :For clubhouse and aminities 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		
Bloomdale owners Association	DC No.	9917
Sy no-1139,Shameerpet,Hyderabad	DC Date.	22-06-2020
	PO No.	67366
	PO Date.	22-05-2020
	Req ID	57020
GSTIN : 36	Req Date	20-05-2020
	Loc Req No	21464

	Description of Goods	HSN/SAC	Qty
1	4003 - Consumables - Bombay Broom - Big - nos	9603	5
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	10
3	4001 - Consumables - Air Freshner - NA - nos	3307	5
4	4022 - Consumables - Dettol - NA - nos	3401	10
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25	INWARD		
26	No 16328 Dt: 22/06/20		
27	80480 Dt: 26/06/20		
28	Received By: [illegible] Sign: [illegible]		
29			
30	Kadakia & Modi Housing		

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. * SEC'BAD * INWARD No. 89377 Date 27/6 Sign

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

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11							
12							
13							
14							
15							

INWARD
16328 22/06/20
80480 26/06/20
Sign
Modi Housing

IGST	CGST	SGST			
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	114.90	114.90	Total Invoice Amount	2,349.80	

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