PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	24/6/20	Prepared by:	Sowmya
PO/WO no.	68180.	PO / WO Date.	22/6/20.
Supplier Name	SSLLP.	PO/WO amount	1,397.76.
Firm/Company	Modi properties pvt ltd	Project	Modi properties
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11868	23/6/20.	1,397.76
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,397.76

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9944	23/6/20	80557	☑ 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:	1,397.76.
Amount E – PO / WO value:	1,397.76
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	27/6/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya		APPROVED 27 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	24/6/20						

Notes: 1. In case amount to be credited to supplier and the bill's 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	Invoice No.	11868
Modi Properties Pvt. Ltd.	Invoice Date.	23-06-2020
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003	PO No.	68180
	PO Date.	22-06-2020
	Req ID	57822
	Req Date	22-06-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	16267

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4663 - Electrical - other - Tubelight fitting - 4ft - nos	9405	4	312.00	1,248.00	12	149.76
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

MODI PROPERTIES PVT. LTD. INWARD No. 66858 Date 27/06/20 Sec. ... SECUNDERABAD

IGST	CGST	SGST	Total Taxable Amount	1,248.00	149.76
	74.88	74.88	Total Invoice Amount	1,397.76	

Rupees : One Thousand Three Hundred Ninty Seven and Paise Seventy Six Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 23-06-2020 4:23:47 PM

68180
20.06.20 3:01:17

From Company :	**Modi Properties Pvt.Ltd.** 5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003 G S T No. : 36AABCM4761E1ZM

Supplier Details			
Summit Sales LLP	**Doc No**	68180	16267
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	22-06-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	22-06-2020	
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	4663 - Electrical - other - Tubelight fitting - 4ft - nos	4.00	312.00	0.00	12.00	1,397.76
					Total Order Value . . .	**1,397.76**

Rupees : One Thousand Three Hundred Ninty Seven and Paise Seventy Six Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 'Wipro' brand
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	One year
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for sie lighting purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	22.06.2020
Site & Phase :	HO	Time:	11:40 AM
Supplier		Req. No.	16267
Material required before date:	Urgent	ID No.	57822

No	Description	Size	Quantity	Units	Inward No	Date
1	LED TIBE LIGHTS	STD	04	NOS		
2	68180					
3						
4						
5			APPROVED			
6			22 JUN 2020			
7						
8			MINISH PARIKH MANAGER PROCUREMENT			
9						
10						

Remarks : FOR TEMPRORY LIGHTS TO WORK IN AT OLD CR ROOM MAINTENANCE PURPOSE

Prepared By	T.SURYANARAYANA	Approved by	
Sign.& Date	22-06-2020	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.	9944
Modi Properties Pvt. Ltd.	DC Date.	23-06-2020
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003	PO No.	68180
	PO Date.	22-06-2020
	Req ID	57822
	Req Date	22-06-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	16267

	Description of Goods	HSN/SAC	Qty
1	4663 - Electrical - other - Tubelight fitting - 4ft - nos	9405	4
2			
3			
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INWARD
Inward No: 225 Dt: 25/06/20
MRN No: 8057 Dt: 28/6/20
Received By: Samarjit Sign:
MODI PROPERTIES

MODI PROPERTIES PVT. LTD. SECBAD
INWARD
No. 39204
Date 27/6

for Summit Sales LLP

Authorised signatory

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	Invoice No.	11868
Modi Properties Pvt. Ltd.	Invoice Date.	23-06-2020
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003	PO No.	68180
	PO Date.	22-06-2020
	Req ID	57822
	Req Date	22-06-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	16267

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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IGST	CGST	SGST	Total Taxable Amount	1,248.00		149.76
	74.88	74.88	Total Invoice Amount	1,397.76		

Rupees : One Thousand Three Hundred Ninty Seven and Paise Seventy Six Only.

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