20

Summit Sales LLP
5-4-187/3 & 4, II Floor,
Soham Mansion, M.G. Road,
Secunderabad - 500 003.
PAN ACQFS2044C
GSTIN/UIN: 36ACQFS2044C1Z7
State Name : Telangana, Code : 36
E-Mail : info@modiproperties.com

Purchase Voucher

No. : **2124**
Ref.: **1416 dt. 16-Mar-2020**

Dated : **18-Mar-2020**

Party's Name: **Venkataramana Stationery & Binding Works**
H.No:1-5-85, General BBazar, Secunderabad
GSTIN/UIN : **36AEJPP5811MZ2**

Particulars		Amount
Printing & Stationary- 12%(P)	*10,500.00*	**₹ 24,716.00**
Stationary Printing- 18% (P)	*10,980.00*	
CGST Input @ 9%	*988.20*	
SGST Input @ 9%	*988.20*	
CGST Input @ 6%	*630.00*	
SGST Input @ 6%	*630.00*	

Buyer's PAN : **ACQFS2044C**

for Venkataramana Stationery & Binding Works

Prepared by: sowmya@modiproperties.com Approved by Receiver's Signature

Summit Sales LLP
5-4-187/3 & 4, II Floor,
Soham Mansion, M.G. Road,
Secunderabad - 500 003.
PAN ACQFS2044C
GSTIN/UIN: 36ACQFS2044C1Z7
State Name : Telangana, Code : 36
E-Mail : info@modiproperties.com

Purchase Voucher

No. : **2124**
Ref.: **1416 dt. 16-Mar-2020**

Dated : **18-Mar-2020**

Party's Name: **Venkataramana Stationery & Binding Works**
H.No:1-5-85, General BBazar, Secunderabad
GSTIN/UIN : **36AEJPP5811MZ2**

Particulars		Amount
Round Off	*(-)0.40*	

On Account of :

Being purchase of stationary items from venkataramana stationary & binding works vide bill no 1416 dt 16.3.2020 po no 66627 dt 12.3.2020

Amount (in words) :

Indian Rupees Twenty Four Thousand Seven Hundred Sixteen Only

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	18/3/20	Prepared by:	Sowmya.
PO/WO no.	66627	PO / WO Date.	12/3/20
Supplier Name	Venkataramana Stationary & Binding works	PO/WO amount	24,716.40
Firm/Company	Ssllp	Project	Sbllp
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1416	16/3/20.	24,716.40
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			24,716.40

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			78464	□ 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:	24,716
Amount E – PO / WO value:	24,716
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 bel~~ow)
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	~~21.3.2020~~ 09/05/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]	[signature]				
Date	18/3/20	5/5/20	5/5/20				

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

Ph: 040 - 27842572
Cell: 9849360076

VENKATARAMANA STATIONERY AND BINDING WORKS

Note Books, Registers, Account Books, Stationery & Xerox Paper Etc. Available

#1-5-85, General Bazar, Secunderabad - 500 003. Email: venkatramana.bindingworks@gmail.com

To
M/S. Summit Sales LLP

GSTIN 36ACQFS2044C1Z7

Order No 66627 Date 12/3/20
Delivery Challan No Date
Bill No. 1416 Date 16/3/20

E 18/3/20

Sl No	PARTICULARS	HSN Code	Qty	Rate	12% GST	18% GST	0% -5% GST	Amount Rs. Ps.
1	Folder Cover		300	5		1500		
2	Folder Cover		300	5		1500		
3	Ring Binder		24	185		4440		
4	A4 Paper		50	210	10500			
5	Executive Bond Paper		10	330		3300		
6	Stapler Pin		20	12		240		
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
				Total				
				SUB Total	10500	10,980		
				CGST	630	988.20		
				SGST	630	988.20		
				Grand Total	11760	12956.40		24716.40

INWARD
Inward No: 14179 Dt: 23/4/20
MRN No:
Received By: Sign:
SUMMIT SALES LLP

23/4/20

65143
4/5/20
SEC'BAD

Rupees.....

INWARD
Inward No: 14139 Dt: 17/3/20
MRN No: 78464 Dt: 17/3/20
Received By: Sign:
SUMMIT SALES LLP

Receiver's Signature & Seal

Certified by:
Stores Manager

GSTIN: 36AEJPP5811M1Z2

Terms & Conditions
Goods once sold will not be taken back
Interest @2%p.m. if not paid within 30 days time
Subject to Secunderabad Jurisdiction.

THE COSMOS CO-OP BANK LTD. M.G. Road, Secunderabad.
RTGS / NEFT CODE COSB0000069 A/C No. 069100102707

For: VENKATARAMANA STATIONERY AND BINDING WORKS

Signature

Purchase Order

12-03-2020 16:18:05

66627
12.03.20 2:07:22

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details			
Venkatramana Stationery & Binding works 1-5-85, General Bazar, Sec-Bad -500 003.	**Doc No**	66627	14461
	Doc Date	12-03-2020	
	Quote No	Nil	
GSTIN 36AEJPP5811M1Z2	**Quote Date**	12-03-2020	
27842572 9849360076	**SupplyType**	Supply	

Kind Attn : Mr. Prathap

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7530 - Stationery - other - Folder cover - NA - nos *A3*	300.00	5.00	0.00	18.00	1,770.00
2	7530 - Stationery - other - Folder cover - NA - nos *A4*	300.00	5.00	0.00	18.00	1,770.00
3	7578 - Stationery - other - Ring Binder - other - nos *A3*	24.00	185.00	0.00	18.00	5,239.20
4	7555 - Stationery - other - Paper - A4 - bundles *A4*	50.00	210.00	0.00	12.00	11,760.00
5	7525 - Stationery - other - Executive Bond Paper - NA - bundles *85 GSM*	10.00	330.00	0.00	18.00	3,894.00
6	7594 - Stationery - other - Stapler pin - other - boxes *45mm*	20.00	12.00	0.00	18.00	283.20
					Total Order Value . . .	**24,716.40**

Rupees : Twenty Four Thousand Seven Hundred Sixteen and Paise Fourty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
ax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra,9502266233, Mahesh.
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 Stock maintanance purpose.
Completion Date	Nil
Measurment	Nil

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Venkatramana Stationery & Binding works***

Name : ____________

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP		
Site & Phase :	SHLLP	Date:	11.03.20
Supplier		Time:	15.30
Material required before date:		Req. No.	14461
		ID No.	56265

No	Description	Size	Quantity	Units	Inward No	Date
1	PROJECT FOLDER	A3	300	NOS		
2	PROJECT FOLDER	A4	300	NOS		
3	RING BINDER FILES 66627	A3	24	NOS		
4	PAPER	A4	50	BDL		
5	LEGAL PAPER -GREEN		10	BDL		
6	EXECUTIVE BOND PAPERS	85GSM	10	BDL		
7	STAPLER PIN- BIG		20	BOX		
8	WATER BOTTLES 66632		24	NOS		
9						

Remarks:For stock maintainance

Prepared By	MOUNIKA	Approved by	
Sign.& Date	11.03.20	Sign. & Date	

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

APPROVED BY
11 MAR 2020
SOHAM MODI
MANAGING DIRECTOR