

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	3/7/20		Prepared by:	SOWMYA			
PO/WO no.	67481		PO / WO Date.	27/5/20			
Supplier Name	SS/Ip.		PO/WO amount	4,484			
Firm/Company	Mc Modi Educational Trust		Project	Manilal modi memorial hosp			
Sl. No.	Bill No.	Bill Date	Bill amount				
1.	12021	1/7/20	3,138.80				
2.							
3.							
Amount A – Bills total(Excluding Transport & Hamali Charges):				3,138.80			
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	10076	1/7/20	80736	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B –Other Credits :				-			
Amount C –Other Debits :				-			
Amount D (D=A+B-C) – Amount to be credited to the supplier:				3,138.80.			
Amount E – PO / WO value:				4,484.			
Amount F – Difference (A – E):				1345			
Quantity received as per PO /WO			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input checked="" type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)				
Is difference between PO / Bill acceptable?			<input type="checkbox"/> Yes <input type="checkbox"/> No (explained below)				
Excess / short material received			<input type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)				
Close PO / W?O			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)				
Advance paid / PDC given (deduct when paying)			<input type="checkbox"/> Yes – Rs. ___/- <input type="checkbox"/> No				
Payment – due date			14.7.2020				
Remarks: Short received final bill							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[Signature]		[Signature]				
Date	6/3/20	3/7/20	MINISH PARIKH MANAGER PROCUREMENT				

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/-

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

1 of 1 : 01-07-2020

Customer Details				Invoice No.	12021	
MC Modi Educational Trust manilal modi memorial hospital GSTIN : 36AAATM5488Q2ZO				Invoice Date.	01-07-2020	
				PO No.	67481	
				PO Date.	27-05-2020	
				Req ID	57176	
				Req Date	26-05-2020	
				Loc Req No	162009	
Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1 7578 - Stationery - other - Ring Binder - other - nos A3		14	190.00	2,660.00	18	478.80
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
IGST	CGST	SGST	Total Taxable Amount		2,660.00	478.80
	239.40	239.40	Total Invoice Amount		3,138.80	
Rupees : Three Thousand One Hundred Thirty Eight and Paise Eighty Only.						

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order

Page(s) 1 Of 1

27-05-2020 13:53:33

From Company : **MC Modi Educational Trust**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAATM5488Q2Z0



23.05.20 2:01:09

Supplier Details

Summit Sales LLP
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	67481	162009
Doc Date	27-05-2020	
Quote No	Nil	
Quote Date	27-05-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7578 - Stationery - other - Ring Binder - other - nos A3	20.00	190.00	0.00	18.00	4,484.00
Total Order Value . . .					4,484.00

Rupees : Four Thousand Four Hundred Eighty Four 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 Day.

Delivery Location Manilal Modi Memorial Hospital

Phone. .

Penalty 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

→ part bill received of Rs. 1,345/-
(B.no. 114721 dt: 1/6/20). and bal.
bill of Rs. 3,139/- to be received.

T.D. M. 12/6/20.

For **MC Modi Educational Trust**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : ___/___/___

Requisition Form

Company Name:		MCMET		Date:		23.05.2020	
Site Phase :		Manilal Modi Memorial Hospital		Time:		12:00	
Supplier				Req. No.		162009	
Material required before date:		26.05.2020		ID No.		57176	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Flat Files		100	NO'S			
2	A3 Files		20	NO'S			
3							
4							
5							
6							
7							
8							
10							
Remarks: For site office purpose							
Prepared By		Pushpalatha		Approved by		Nikhil	
Sign.& Date		23.05.2020		Sign. & Date		23.05.2020	

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

Summit Sales LLP

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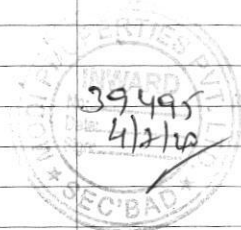
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 01-07-2020

Customer Details		DC No.	10076
MC Modi Educational Trust		DC Date.	01-07-2020
manilal modi memorial hospital		PO No.	67481
GSTIN : 36AAATM5488Q2ZO		PO Date.	27-05-2020
		Req ID	57176
		Req Date	26-05-2020
		Loc Req No	162009
	Description of Goods	HSN/SAC	Qty
1	7578 - Stationery - other - Ring Binder - other - nos		14
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
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16			
17			
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29			
30			



INWARD	
Inward No: 10002	Dt: 1-07-20
MRN No: 80736	Dt: 02/07/20
Received By: <i>G. S. ...</i>	Sign: <i>[Signature]</i>
MC MODI EDUCATIONAL TRUST	

for Summit Sales LLP
[Signature]
 Authorised signatory

Subject to Hyderabad Jurisdiction

Summit Sales LLP

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Email: purchase@modiproperties.com

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