

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		3/7/20.		Prepared by:		SOWMYA	
PO/WO no.		68458		PO / WO Date.		30/6/20	
Supplier Name		SSIP.		PO/WO amount		1,402.50	
Firm/Company		NE		Project		NE	
Sl. No.	Bill No.	Bill Date	Bill amount				
1.	12032	1/7/20	1,402.50				
2.							
3.							
Amount A – Bills total(Excluding Transport & Hamali Charges):				1,402.50			
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	10087	1/7/20	80688	☒ 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:				1,402.50			
Amount E – PO / WO value:				1,402.50			
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 ☒ No				
Payment – due date			11.7.2020				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>				
Date	3/7/20.	6/7/20	11/7/20				

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

#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.		12032	
Nilgiri Estates Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad GSTIN : 36AAHFN0766F1ZA				Invoice Date.		01-07-2020	
				PO No.		68458	
				PO Date.		30-06-2020	
				Req ID		57978	
				Req Date		26-06-2020	
				Loc Req No		72830	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4041 - Consumables - Mopping stick - NA - nos	9603	5	125.00	625.00	18	112.50
2	9600 - Tools - mask - NA - Nos		40	10.50	420.00	5	21.00
3	4112 - Consumables - Sanitizer - 500 ml - Nos		1	200.00	200.00	12	24.00
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
Total Taxable Amount				1,245.00		157.50	
Total Invoice Amount				1,402.50			
Rupees : One Thousand Four Hundred Two and Paise Fifty Only.							

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

30-06-2020 16:10:15



68458

24.06.20 12:19:13

From Company : **Nilgiri Estates**

5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003.

G S T No. : 36AAHFN0766F1ZA

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

68458

72830

Doc Date

30-06-2020

Quote No

Nil

Quote Date

30-06-2020

SupplyType

Supply

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4041 - Consumables - Mopping stick - NA - nos	5.00	125.00	0.00	18.00	737.50
2 9600 - Tools - mask - NA - Nos	40.00	10.50	0.00	5.00	441.00
3 4112 - Consumables - Sanitizer - 500 ml - Nos	1.00	200.00	0.00	12.00	224.00
Total Order Value . . .					1,402.50

Rupees : One Thousand Four Hundred Two and Paise Fifty 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 Working Day.**Delivery Location** Nilgiri Estate

Sy.No.143/133/134/135/136, Rampally Village.

Phone. 9030931172, 8297349480

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**For **Nilgiri Estates**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		NILGIRI ESTATES		Date:		26.06.2020	
Site & Phase :		NILGIRI ESTATE		Time:		14:47	
Supplier				Req. No.		72830	
Material required before date:						ID No.	
						57778	

No	Description	Size	Quantity	Units	Inward No	Date
1	Mask	STD	40	No's		
2	Mop Sticks	STD	05	No's		
3	Sanitizer	500mL	01	No's		
4						
5						
6						
7						
8						
9						

PO
68458

APPROVED
01 JUL 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: - For Site use Purpose

Prepared By	Vijay Raj	Approved by	
Sign.& Date	26.06-2020	Sign. & Date	

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

Company Name:				Date:			
Site & Phase :				Time:			
Supplier				Req. No.			
Material required before date:			Urgent		ID No.		

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:

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

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

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

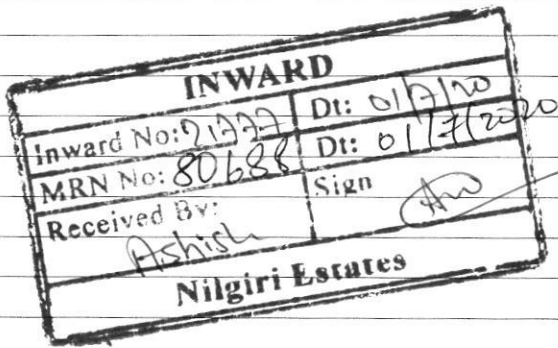
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 01-07-2020

Customer Details		DC No.	10087
Nilgiri Estates		DC Date.	01-07-2020
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad		PO No.	68458
		PO Date.	30-06-2020
		Req ID	57978
		Req Date	26-06-2020
GSTIN : 36AAHFN0766F1ZA		Loc Req No	72830
	Description of Goods	HSN/SAC	Qty
1	4041 - Consumables - Mopping stick - NA - nos	9603	5
2	9600 - Tools - mask - NA - Nos		40
3	4112 - Consumables - Sanitizer - 500 ml - Nos		1
4			
5			
6			
7			
8			
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for Summit Sales LLP

Authorised signatory

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Supplier / Customer / Transporter - Copy

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1 of 1 : 01-07-2020

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4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST	CGST	SGST	Total Taxable Amount		1,245.00		157.50
	78.75	78.75	Total Invoice Amount		1,402.50		

Rupees : One Thousand Four Hundred Two and Paise Fifty Only.

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