PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	3/7/20.	Prepared by:	SOWMYA
PO/WO no.	68432	PO / WO Date.	30/6/20.
Supplier Name	SS/Cp.	PO/WO amount	1,523.20.
Firm/Company	NE	Project	NE
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12033	1/7/20.	1,523.20
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,523.20.

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10088	1/7/20	80689	☑ 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:	1,523
Amount E – PO / WO value:	1,523
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	11.7.2020
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya		APPROVED 06 JUL 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	3/7/20		6/7				

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

ORIGINAL INVOICE

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	12033
Nilgiri Estates	Invoice Date.	01-07-2020
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	68432
	PO Date.	30-06-2020
	Req ID	58082
	Req Date	29-06-2020
GSTIN : 36AAHFN0766F1ZA	Loc Req No	72840

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4062 - Consumables - Torch light - Big - nos		2	680.00	1,360.00	12	163.20
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	1,360.00		163.20
	81.60	81.60	Total Invoice Amount		1,523.20	

Rupees : One Thousand Five Hundred Twenty Three and Paise Twenty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

INWARD

67141
4/7/20

Purchase Order

 30-06-2020 4:36:15 PM

68432
24.06.20 12:19:13

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details			
Summit Sales LLP	**Doc No**	68432	72840
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	30-06-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	30-06-2020	
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	4062 - Consumables - Torch light - Big - nos	2.00	680.00	0.00	12.00	1,523.20
					Total Order Value . . .	**1,523.20**

Rupees : One Thousand Five Hundred Twenty Three and Paise Twenty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Working Day.
Delivery Location	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. 9030931172, 8297349480
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	1 yr
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Security purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Nilgiri Estates***

Authorised Signatory

01/07/2020

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	NILGIRI ESTATES	Date:	29.06.2020
Site & Phase :	NILGIRI ESTATE	Time:	16:53
Supplier		Req. No.	72840
Material required before date:		ID No.	58082

No	Description	Size	Quantity	Units	Inward No	Date
1	Torch Light 68432	STD	02	No's		
2						
3						
4						
5						
6						
7						
8						
9						
10						

APPROVED
30 JUN 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: - For Site use Purpose

Prepared By	Vijay Raj	Approved by	
Sign.& Date	29-06-2020	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.

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.	10088
Nilgiri Estates	DC Date.	01-07-2020
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	68432
	PO Date.	30-06-2020
	Req ID	58082
GSTIN : 36AAHFN0766F1ZA	Req Date	29-06-2020
	Loc Req No	72840

	Description of Goods	HSN/SAC	Qty
1	4062 - Consumables - Torch light - Big - nos		2
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
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17			
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27			
28			
29			
30			

INWARD
Inward No: 21378 Dt: 01/7/20
MRN No: 80689 Dt: 01/7/2020
Received By: Ashish
Nilgiri Estates

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 39,479
Date 4/7/20
Sign.

TAX INVOICE

TRANSIT COPY

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		
Nilgiri Estates	Invoice No.	12033
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	Invoice Date.	01-07-2020
	PO No.	68432
	PO Date.	30-06-2020
	Req ID	58082
	Req Date	29-06-2020
GSTIN : 36AAHFN0766F1ZA	Loc Req No	72840

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4062 - Consumables - Torch light - Big - nos		2	680.00	1,360.00	12	163.20
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

INWARD
Inward No. 21778 Dt.
MRN No. 80689 Dt. 01/7/20
Received by: Ashish Dt. 01/7/2020
Sign
Nilgiri Estates

IGST	CGST	SGST				
	81.60	81.60	Total Taxable Amount	1,360.00		163.20
			Total Invoice Amount	1,523.20		

Rupees : One Thousand Five Hundred Twenty Three and Paise Twenty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction