PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	29/6/20.	Prepared by:	SOWMYA
PO/WO no.	68149.	PO / WO Date.	20/6/20.
Supplier Name	SSllp.	PO/WO amount	2,704.68
Firm/Company	Rajesh J. kadakia and sharad J. kadakia	Project	SM Modi Complex
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11938	26/6/20	2,704.68
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,704.68

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10005	26/6/20		☑ 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:				2,704.68
Amount E – PO / WO value:				2,704.68
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	**4.7.2020**

Remarks:_

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	29/6/20						

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

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Rajesh J. Kadakia and Sharad J. Kadakia	Invoice No.	11938
SM Modi Complex Ranigunj, Secunderabad	Invoice Date.	26-06-2020
	PO No.	68149
	PO Date.	20-06-2020
	Req ID	57798
	Req Date	20-06-2020
GSTIN : 36	Loc Req No	16264

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4009 - Consumables - Coconut Broom - other - nos	9603	6	16.00	96.00	0	0.00
2	4003 - Consumables - Bombay Broom - Big - nos	9603	6	56.00	336.00	0	0.00
3	4001 - Consumables - Air Freshner - NA - nos	3307	6	82.00	492.00	18	88.56
	Room freshner						
4	4001 - Consumables - Air Freshner - NA - nos	3307	6	40.00	240.00	18	43.20
	odonil						
5	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	6	78.00	468.00	18	84.24
6	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6	73.00	438.00	18	78.84
7	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6	48.00	288.00	18	51.84
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	2,358.00		346.68
	173.34	173.34	Total Invoice Amount	2,704.68		

Rupees : Two Thousand Seven Hundred Four and Paise Sixty Eight Only.

for Summit Sales LLP

MODI PROPERTIES PVT. LTD. INWARD No. 66980 Date 1/7/20 Sign. SEC'BAD

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 20-06-2020 15:45:22

68149
20.06.20 3:01:17

From Company : **Rajesh J.Kadakia and Sharad J.Kadakia**
5-2-223, gokul, Distillery Road, Secunderabad.
G S T No. :

Supplier Details			
Summit Sales LLP	**Doc No**	68149	16264
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	20-06-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	20-06-2020	
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	4009 - Consumables - Coconut Broom - other - nos	6.00	16.00	0.00	0.00	96.00
2	4003 - Consumables - Bombay Broom - Big - nos	6.00	56.00	0.00	0.00	336.00
3	4001 - Consumables - Air Freshner - NA - nos *Room freshner*	6.00	82.00	0.00	18.00	580.56
4	4001 - Consumables - Air Freshner - NA - nos *odonil*	6.00	40.00	0.00	18.00	283.20
5	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	6.00	78.00	0.00	18.00	552.24
6	4035 - Consumables - Harpic - Cleaner - 500ml - nos	6.00	73.00	0.00	18.00	516.84
7	4046 - Consumables - Phinyle - 1Ltr - nos	6.00	48.00	0.00	18.00	339.84
				Total Order Value . . .		**2,704.68**

Rupees : Two Thousand Seven Hundred Four and Paise Sixty Eight Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	On complete delivery of all maerials only.
Tax	Inclusive of all GST taxes
Delivery Date	Next Day.
Delivery Location	S M Modi Complex Ranigunj Phone.
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 SM complex house keeping service purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil

For ***Rajesh J.Kadakia and Sharad J.Kadakia***

Authorised Signatory

20/06/2020

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	RAJESH JKADKIA/SHARAD KADKIA	Date:	20.06.2020
Site & Phase :	S M COMPLEX	Time:	11:40 am
Supplier		Req. No.	16264
Material required before date:	Urgent	ID No.	57798

No	Description	Size	Quantity	Units	Inward No	Date
1	LIZOL	1 LITER	06	NOS		
2	HARPIC	1LITER	06	NOS		
3	PHENYLE	1 LITER	06	NOS		
4	BROOMS	STD	06	NOS		
5	COCONUT BROOMS	STD	06	NOS		
6	ROOM FRESHNERS	STD	06	NOS		
7	ODONIL	STD	06	NOS		
8						
9						
10						

PO 68149

APPROVED
20 JUN 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks : FOR SM COMPLEX HOUSE KEEPING SERVICE PURPOSE

Prepared By	T.SURYANARAYANA	Approved by	
Sign.& Date	20-06-2020	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.	10005
Rajesh J. Kadakia and Sharad J. Kadakia	DC Date.	26-06-2020
SM Modi Complex Ranigunj, Secunderabad	PO No.	68149
	PO Date.	20-06-2020
	Req ID	57798
	Req Date	20-06-2020
GSTIN : 36	Loc Req No	16264

	Description of Goods	HSN/SAC	Qty
1	4009 - Consumables - Coconut Broom - other - nos	9603	6
2	4003 - Consumables - Bombay Broom - Big - nos	9603	6
3	4001 - Consumables - Air Freshner - NA - nos	3307	6
4	4001 - Consumables - Air Freshner - NA - nos	3307	6
5	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	6
6	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6
7	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6
8			
9			
10			
11			
12	Checked		
13			
14			
15	26/06/20		
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

MODI PROPERTIES PVT. INWARD No. 39306 Date 27/6 SECUNDERABAD

26/06/2020

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		
Rajesh J. Kadakia and Sharad J. Kadakia	Invoice No.	11938
SM Modi Complex Ranigunj, Secunderabad	Invoice Date.	26-06-2020
	PO No.	68149
	PO Date.	20-06-2020
	Req ID	57798
	Req Date	20-06-2020
GSTIN : 36	Loc Req No	16264

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4009 - Consumables - Coconut Broom - other - nos	9603	6	16.00	96.00	0	0.00
2	4003 - Consumables - Bombay Broom - Big - nos	9603	6	56.00	336.00	0	0.00
3	4001 - Consumables - Air Freshner - NA - nos Room freshner	3307	6	82.00	492.00	18	88.56
4	4001 - Consumables - Air Freshner - NA - nos odonil	3307	6	40.00	240.00	18	43.20
5	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	6	78.00	468.00	18	84.24
6	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6	73.00	438.00	18	78.84
7	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6	48.00	288.00	18	51.84
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST		
			Total Taxable Amount	2,358.00	346.68
	173.34	173.34	Total Invoice Amount	2,704.68

Rupees : Two Thousand Seven Hundred Four and Paise Sixty Eight Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction