PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	29/6/20	Prepared by:	SOWMYA
PO/WO no.	68229.	PO / WO Date.	23/6/20
Supplier Name	SSLLP.	PO/WO amount	8,971.56.
Firm/Company	Voc llp	Project	Voc llp
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11952	26/6/20	5,536.34
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			5,536.34

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10019	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:	5,536.34
Amount E – PO / WO value:	8,971.56.
Amount F – Difference (A – E):	–3436
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

ORIGINAL 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

Customer Details	Invoice No.	11952
Villa Orchids LLP	Invoice Date.	26-06-2020
Behind Janapriya, Kowkur, Hyderabad	PO No.	68229
	PO Date.	23-06-2020
	Req ID	57863
	Req Date	23-06-2020
GSTIN : 36AANFG4817C1ZH	Loc Req No	63387

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	2148 - Carpentry - hardware - Plastic gampa - other -	3926	15	140.00	2,100.00	18	378.00
2	9570 - Tools - Spade with handle - NA - nos	7301	6	100.00	600.00	18	108.00
3	6023 - Miscellaneous - GI- Bucket - other - nos	8431	10	125.00	1,250.00	18	225.00
4	4057 - Consumables - Sponges - NA - nos	3921	60	8.30	498.00	18	89.64
5	4080 - Consumables - Bombay Brooms - Other - Nos	9603	24	8.30	199.20	0	0.00
6	4098 - Consumables - Dust pan - NA - nos		3	25.00	75.00	18	13.50
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IGST	CGST	SGST	Total Taxable Amount	4,722.20	814.14
	407.07	407.07	Total Invoice Amount	5,536.34	

Rupees : Five Thousand Five Hundred Thirty Six and Paise Thirty Four Only.

for Summit Sales LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 6994
Date 1/2/20
Sign

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 24-06-2020 3:53:13 PM

68229
24.06.20 12:19:11

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

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	68229	63387
Doc Date	23-06-2020	
Quote No	Nil	
Quote Date	23-06-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2148 - Carpentry - hardware - Plastic gampa - other - nos	15.00	140.00	0.00	18.00	2,478.00
2	9570 - Tools - Spade with handle - NA - nos	6.00	100.00	0.00	18.00	708.00
3	6023 - Miscellaneous - GI- Bucket - other - nos	10.00	125.00	0.00	18.00	1,475.00
4	7353 - Plumbing - other - Green Hose pipe - Other - Mtrs *4 nos*	120.00	24.26	0.00	18.00	3,435.22
5	4057 - Consumables - Sponges - NA - nos	60.00	8.30	0.00	18.00	587.64
6	4080 - Consumables - Bombay Brooms - Other - Nos	24.00	8.30	0.00	0.00	199.20
7	4098 - Consumables - Dust pan - NA - nos	3.00	25.00	0.00	18.00	88.50
					Total Order Value . . .	**8,971.56**

Rupees : Eight Thousand Nine Hundred Seventy One and Paise Fifty Six 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	Villas Orchids Behind: Janapriya, Kowkur. Phone. 9502232100/9502266233
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 site use purpose.
Completion Date	NA
Measurment	NA
Security	Nil

⇒ Part bill received of Rs. 5,536/- and bal. bill of Rs. 3,436/- to be received.
27/6/20.

For ***Villa Orchids LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	VOC LLP	Date:	23.06.2020
Site & Phase:	VOC	Time:	11:57
Supplier:	SSLLP	Req. No.	63387
Material required before :	**Urgent**	ID No.	57863

No	Description	Size	Quantity	Units	Inward No	Date
1	Plastic gumpas	std	15	nos		
2	Spades with wodden sticks	std	06	nos		
3	GI buckets	small	10	nos		
4	Curing pipes	std	4	Bundles		
5	Sponges 68229	std	5	dozens		
6	Bombay brooms	small	2	Dozens		
7	Dust pans	Std	3	Nos		
				24 JUN 2020		

Remarks: for villas cleaning purpose

Prepared by	S .Sharvani	Approved by	A.Suresh
Sign.& Date	23.06.2020	Sign. & Date	23.06.2020

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		
Villa Orchids LLP	DC No.	10019
Behind Janapriya, Kowkur, Hyderabad	DC Date.	26-06-2020
	PO No.	68229
	PO Date.	23-06-2020
	Req ID	57863
	Req Date	23-06-2020
GSTIN : 36AANFG4817C1ZH	Loc Req No	63387

	Description of Goods	HSN/SAC	Qty
1	2148 - Carpentry - hardware - Plastic gampa - other - nos	3926	15
2	9570 - Tools - Spade with handle - NA - nos	7301	6
3	6023 - Miscellaneous - GI- Bucket - other - nos	8431	10
4	4057 - Consumables - Sponges - NA - nos	3921	60
5	4080 - Consumables - Bombay Brooms - Other - Nos	9603	24
6	4098 - Consumables - Dust pan - NA - nos		3
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INWARD
Inward No: 15079 Dt: 26/06/20
MRN No: 80508 Dt: 26/06/20
Received By: Sign:
VILLA ORCHID LLP
16:47

for Summit Sales LLP

Authorised signatory

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 39337
Date
Sign. 27/6

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

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Behind Janapriya, Kowkur, Hyderabad	Invoice Date.	26-06-2020
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	PO Date.	23-06-2020
	Req ID	57863
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5	4080 - Consumables - Bombay Brooms - Other - Nos	9603	24	8.30	199.20	0	0.00
6	4098 - Consumables - Dust pan - NA - nos		3	25.00	75.00	18	13.50
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INWARD
Inward No: 15079 Dt: 26/06/20
MRN No: 80508 Dt: 26/06/20
Received By: Sign:
VILLA ORCHID LLP

IGST	CGST	SGST	Total Taxable Amount	4,722.20		814.14
	407.07	407.07	Total Invoice Amount	5,536.34		

Rupees : Five Thousand Five Hundred Thirty Six and Paise Thirty Four Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction