PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	3/7/20.	Prepared by:	SOWMYA
PO/WO no.	68455	PO / WO Date.	30/6/20
Supplier Name	SS llp.	PO/WO amount	886.44
Firm/Company	Voc llp	Project	Voc llp
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12043	1/7/20.	886.44
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			886.44.

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10098	1/7/20	80702	☑ 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:	886.44.
Amount E – PO / WO value:	886.44
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 (explain~~ed below)
Excess / short material received	~~□ Approved – within acc~~eptable 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						
Date	3/7/20.						

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

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	12043
Villa Orchids LLP	Invoice Date.	01-07-2020
Behind Janapriya, Kowkur, Hyderabad	PO No.	68455
	PO Date.	30-06-2020
	Req ID	58051
	Req Date	29-06-2020
GSTIN : 36AANFG4817C1ZH	Loc Req No	63410

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4057 - Consumables - Sponges - NA - nos	3921	60	8.30	498.00	18	89.64
2	4080 - Consumables - Bombay Brooms - Other - Nos	9603	36	8.30	298.80	0	0.00
3							
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10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	796.80		89.64
	44.82	44.82	Total Invoice Amount	886.44		

Rupees : Eight Hundred Eighty Six and Paise Fourty Four Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

67151
4/7/20

SEC'BAD

Authorised signatory

Purchase Order

 30-06-2020 16:10:15

68455
24.06.20 12:19:13

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	**Doc No**	68455	63410
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	4057 - Consumables - Sponges - NA - nos	60.00	8.30	0.00	18.00	587.64
2	4080 - Consumables - Bombay Brooms - Other - Nos	36.00	8.30	0.00	0.00	298.80
					Total Order Value . . .	**886.44**

Rupees : Eight Hundred Eighty Six and Paise Fourty 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 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
Remarks	

For *Villa Orchids LLP*

Authorised Signatory

Name : 01/07/2020

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	VOC LLP	Date:	29.06.2020
Site & Phase:	VOC	Time:	11:08
Supplier:	SSLLP	Req. No.	63410
Material required before :		ID No.	58051

No	Description	Size	Quantity	Units	Inward No	Date
1	Sponges	Std	5	Dozen		
2	Bombay brooms	Std	3	Dozen		
	PO 68455					

APPROVED
01 JUL 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: voc site purpose

Prepared by	Sneha.k	Approved by	A.Suresh
Sign.& Date	29.06.2020	Sign. & Date	29.06.2020

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	DC No.	10098
Villa Orchids LLP	DC Date.	01-07-2020
Behind Janapriya, Kowkur, Hyderabad	PO No.	68455
	PO Date.	30-06-2020
	Req ID	58051
GSTIN : 36AANFG4817C1ZH	Req Date	29-06-2020
	Loc Req No	63410

	Description of Goods	HSN/SAC	Qty
1	4057 - Consumables - Sponges - NA - nos	3921	60
2	4080 - Consumables - Bombay Brooms - Other - Nos	9603	36
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INWARD
No: 39509
Date: 4/7/20

INWARD
Inward No: 15106 Dt: 01/07/20
MRN No: 80702 Dt: 02/07/20
Received By: Sign:
VILLA ORCHID LLP
16:36

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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

Customer Details	Invoice No.	12043
Villa Orchids LLP	Invoice Date.	01-07-2020
Behind Janapriya, Kowkur, Hyderabad	PO No.	68455
	PO Date.	30-06-2020
	Req ID	58051
GSTIN : 36AANFG4817C1ZH	Req Date	29-06-2020
	Loc Req No	63410

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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INWARD
Inward No. 15106 Dt. 01/07/20
MRN No. 80702 Dt. 02/07/20
Received By: Sign:
VILLA ORCHID LLP

IGST	CGST	SGST	Total Taxable Amount	796.80		89.64
	44.82	44.82	Total Invoice Amount	886.44		

Rupees : Eight Hundred Eighty Six and Paise Fourty Four Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction