PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/7/20	Prepared by:	SOWMYA
PO/WO no.	68668	PO / WO Date.	7/7/20
Supplier Name	SSllp.	PO/WO amount	1,819.38
Firm/Company	Rajesh J. kadakia and Sharad J. kadakia.	Project	SM Modi Complex
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12206	9/7/20.	1,819.38
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,819.38

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10247	9/7/20	81051	☑ 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:	1,819
Amount E – PO / WO value:	1,819
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	**18.7.2020**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowya						
Date	10/7/20.						

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/-

ORIGINAL INVOICE

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		
Rajesh J. Kadakia and Sharad J. Kadakia	Invoice No.	12206
SM Modi Complex Ranigunj, Secunderabad	Invoice Date.	09-07-2020
	PO No.	68668
	PO Date.	07-07-2020
	Req ID	58319
GSTIN : 36	Req Date	07-07-2020
	Loc Req No	16324

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4014 - Consumables - Colin - 500ml - nos	3402	12	73.00	876.00	18	157.68
2	4008 - Consumables - Cleaning Cloth - other - nos checks cloth	6307	6	16.00	96.00	5	4.80
3	4008 - Consumables - Cleaning Cloth - other - nos Yellow	6307	6	16.00	96.00	5	4.80
4	4022 - Consumables - Dettol - NA - nos	3401	3	165.00	495.00	18	89.10
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	1,563.00		256.38
	128.19	128.19	Total Invoice Amount	1,819.38		

Rupees : One Thousand Eight Hundred Ninteen and Paise Thirty Eight Only.

for Summit Sales LLP

INWARD No. 67324 Date 11/7/20 Sign. ...TIES PVT. LTD. SEC'BAD

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 07-07-2020 11:00:16

Copy

68668
06.07.20 2:23:37

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
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	68668	16324
Doc Date	07-07-2020	
Quote No	Nil	
Quote Date	07-07-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4014 - Consumables - Colin - 500ml - nos	12.00	73.00	0.00	18.00	1,033.68
2	4008 - Consumables - Cleaning Cloth - other - nos *checks cloth*	6.00	16.00	0.00	5.00	100.80
3	4008 - Consumables - Cleaning Cloth - other - nos *Yellow*	6.00	16.00	0.00	5.00	100.80
4	4022 - Consumables - Dettol - NA - nos	3.00	165.00	0.00	18.00	584.10
					Total Order Value . . .	**1,819.38**

Rupees : One Thousand Eight Hundred Ninteen and Paise Thirty Eight 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 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 House keeping purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

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

Authorised Signatory

07/07/2020

Name : ______________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	RAJESH J KADAKIA &SHARAD J KADAKIA	Date:	06.07.2020
Site & Phase :	S M COMPLEX	Time:	17:00 PM
Supplier		Req. No.	16324
Material required before date:	Urgent	ID No.	58319

No	Description	Size	Quantity	Units	Inward No	Date
1	COLINS	1 LITRE	12	NOS		
2	YELLOW CLOTHS	STD	06	NOS		
3	CHECK CLOTHS	STD	06	NOS		
4	DETTOL	1 LITRE	03	NOS		
5						
6						
7						
8						
9						
10						

PO 68668

APPROVED
07 JUL 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks : FOR HOUSE KEEPING PURPOSE

Prepared By	T.SURYANARAYANA	Approved by	
Sign.& Date	06-07-2020	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.	10247
Rajesh J. Kadakia and Sharad J. Kadakia	DC Date.	09-07-2020
SM Modi Complex Ranigunj, Secunderabad	PO No.	68668
	PO Date.	07-07-2020
	Req ID	58319
	Req Date	07-07-2020
GSTIN : 36	Loc Req No	16324

	Description of Goods	HSN/SAC	Qty
1	4014 - Consumables - Colin - 500ml - nos	3402	12
2	4008 - Consumables - Cleaning Cloth - other - nos	6307	6
3	4008 - Consumables - Cleaning Cloth - other - nos	6307	6
4	4022 - Consumables - Dettol - NA - nos	3401	3
5			
6			
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12			
13			
14			
15			
16			
17	MRN 81051		
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23	Inward no 001 to 005		
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28			
29			
30			

MODI PROPERTIES PVT. LTD. INWARD No. 69760 11/5

9/7/2020

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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	Invoice No.	12206
Rajesh J. Kadakia and Sharad J. Kadakia	Invoice Date.	09-07-2020
SM Modi Complex Ranigunj, Secunderabad	PO No.	68668
	PO Date.	07-07-2020
	Req ID	58319
	Req Date	07-07-2020
GSTIN : 36	Loc Req No	16324

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4014 - Consumables - Colin - 500ml - nos	3402	12	73.00	876.00	18	157.68
2	4008 - Consumables - Cleaning Cloth - other - nos	6307	6	16.00	96.00	5	4.80
	checks cloth						
3	4008 - Consumables - Cleaning Cloth - other - nos	6307	6	16.00	96.00	5	4.80
	Yellow						
4	4022 - Consumables - Dettol - NA - nos	3401	3	165.00	495.00	18	89.10
5							
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IGST	CGST	SGST				
IGST	CGST	SGST	Total Taxable Amount	1,563.00		256.38
	128.19	128.19	Total Invoice Amount	1,819.38		

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9/7/2020

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