PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	3/7/20.	Prepared by:	SOWMYA
PO/WO no.	68498	PO / WO Date.	1/7/20.
Supplier Name	sslp.	PO/WO amount	35,001.16
Firm/Company	Mehta & Modi Realty	Project Kowkar llp.	.H.O.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12038	1/7/20.	35,001.16.
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			35,001.16

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10093	1/7/20		☑ 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:	35,001
Amount E – PO / WO value:	35,001
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						
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

ORIGINAL INVOICE

#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		
Mehta & Modi Realty Kowkur LLP	Invoice No.	12038
5-4-187/3 & 4, MG Road, Secunderabad	Invoice Date.	01-07-2020
	PO No.	68498
	PO Date.	01-07-2020
	Req ID	58119
	Req Date	01-07-2020
GSTIN : 36ABLFM7631F1A3	Loc Req No	16293

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	5003 - Equipment - consumable durable - Laptop - Dell	84713010	1	29662.00	29,662.00	18	5,339.16
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	29,662.00		5,339.16
	2,669.58	2,669.58	Total Invoice Amount	35,001.16		

Rupees : Thirty Five Thousand One and Paise Sixteen Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

67146
4/7/20

Purchase Order

 01-07-2020 14:53:45

Or

68498
24.06.20 12:19:13

From Company : **Mehta & Modi Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500C
G S T No. : 36ABLFM7631F1Z3

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	68498	16293
Doc Date	01-07-2020	
Quote No	nil	
Quote Date	01-07-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	5003 - Equipment - consumable durable - Laptop - NA - nos *Dell*	1.00	29,662.00	0.00	18.00	35,001.16
					Total Order Value . . .	**35,001.16**

Rupees : Thirty Five Thousand One and Paise Sixteen Only.

Terms and Conditions :-

Specification / Brand	Items shall be Dell inspration laptop 3584, Intel i3 7th, 4GB RAM, 1 TB HDD, 15.6" , Windows 10
Payment Terms	After Delivery & Production of bill
Tax	Included in the above prices
Delivery Date	Tomorrow
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	One year
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, damages if any in suppliers account at the time of delivery and instalation, above order is for sanketh use purpose & SSLLP to GHT billing purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Mehta & Modi Kowkur LLP***
Authorised Signatory

Name : 01/07/2020

Accepted the above Terms And Conditions
For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

pany Name:	Eastside residency	Date	20-05-2020
Site & Phase :		Time:	
Supplier	SSLLP	Req. No.	16294
Material required before date:		ID No.	58120

No	Description	Size	Quantity	Units	Inward No	Date
1	Laptop (existing)		1	No		
2						
3	PO 68498					
4						
5						
6						
7						
8						
9						
10						

Remarks: This is dell laptop given to sanketh to be billed and the laptop has to be collected back after lockdown

APPROVED
01 JUL 2020
MANAGER PROCUREMENT

repared By	Suneel	Approved by	
Sign.& Date	20-05-2020	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.	10093
Mehta & Modi Realty Kowkur LLP	DC Date.	01-07-2020
Sy No. 196, Kowkur, Hyderabad	PO No.	68498
	PO Date.	01-07-2020
	Req ID	58119
GSTIN : 36ABLFM7631F1A3	Req Date	01-07-2020
	Loc Req No	16293

	Description of Goods	HSN/SAC	Qty
1	5003 - Equipment - consumable durable - Laptop - NA - nos	84713010	1
2			
3			
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction