PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	7/7/20.	Prepared by:	SOWMYA
PO/WO no.	67616.	PO / WO Date.	30/5/20.
Supplier Name	SSLLP.	PO/WO amount	1,955.66.
Firm/Company	NE	Project	Nilgiri Estates
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12115	6/7/20.	297.36
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			297.36

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10160	6/7/20	80861	☑ 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:	297
Amount E – PO / WO value:	1,956.
Amount F – Difference (A – E):	-1658
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: Final bill received.

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

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

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.	12115
Nilgiri Estates	Invoice Date.	06-07-2020
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	67616
	PO Date.	30-05-2020
	Req ID	57289
	Req Date	30-05-2020
GSTIN : 36AAHFN0766F1ZA	Loc Req No	72787

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4066 - Consumables - Water bottle - NA - nos		6	42.00	252.00	18	45.36
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	252.00		45.36
	22.68	22.68	Total Invoice Amount	297.36		

Rupees : Two Hundred Ninty Seven and Paise Thirty Six Only.

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 67254
Date 8/7/20
Sign.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

Page(s) 1 Of 1 30-05-2020 14:00:55

67616
03.06.20 12:48:11

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

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	67616	72787
Doc Date	30-05-2020	
Quote No	Nil	
Quote Date	30-05-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7555 - Stationery - other - Paper - A4 - bundles	5.00	230.00	0.00	12.00	1,288.00
2	7560 - Stationery - other - Pen - NA - nos Blue/Black each -20 nos	40.00	5.50	0.00	12.00	246.40
3	7605 - Stationery - other - Whitner Pen - NA - nos	5.00	21.00	0.00	18.00	123.90
4	4066 - Consumables - Water bottle - NA - nos	6.00	42.00	0.00	18.00	297.36
			Total Order Value . . .			**1,955.66**

Rupees : One Thousand Nine Hundred Fifty Five and Paise Sixty Six Only.

Part received
I/R Bill No 11692 Amount Rs 1,658/-
Balance has to be receivable Rs 297/-
20/6/2020.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. 9030931172, 8297349480
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	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Nilgiri Estates***
Authorised Signatory

Name : 01/06/2020

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

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	NILGIRI ESTATES	Date:	29-05-2020
Site & Phase :	NILGIRI ESTATE	Time:	15:55
Supplier		Req. No.	72787
Material required before date:		ID No.	57289

No	Description	Size	Quantity	Units	Inward No	Date
1	A4 Size Papers	A4	05	No's		
2	Blue Pens	STD	05	Packets		
3	Black Pens	STD	05	Packets		
4	Whitener	STD	05	No's		
5	Water Bottles	STD	06	No's		
6						
7						
8						
9						

67616

Remarks: - For Site use Purpose

Prepared By	Hemalatha	Approved by	
Sign.& Date	29-05-2020	Sign. & Date	

APPROVED
01 JUN 2020
MINISH PARIKH
MANAGER PROCUREMENT

Note: On receipt of material at site write inward number and date in last 2 columns.

Company Name:		Date:	
Site & Phase :		Time:	
Supplier		Req. No.	
Material required before date:	Urgent	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
4						
5						
6						
7						
8						
9						
10						

Remarks:

Prepared By		Approved by	
Sign.& Date		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.	10160
Nilgiri Estates	DC Date.	06-07-2020
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	67616
	PO Date.	30-05-2020
	Req ID	57289
GSTIN : 36AAHFN0766F1ZA	Req Date	30-05-2020
	Loc Req No	72787

	Description of Goods	HSN/SAC	Qty
1	4066 - Consumables - Water bottle - NA - nos		6
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
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21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

MODI PROPERTIES PVT. LTD. INWARD No. 39673 Date. 10/7 Sign.

INWARD
Inward No: 2195 Dt: 6/7/20
MRN No: 80867 Dt: 7/7/2020
Sign
Received By: Ashish
Nilgiri Estates

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.	12115
Nilgiri Estates	Invoice Date.	06-07-2020
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	67616
	PO Date.	30-05-2020
	Req ID	57289
GSTIN : 36AAHFN0766F1ZA	Req Date	30-05-2020
	Loc Req No	72787

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4066 - Consumables - Water bottle - NA - nos		6	42.00	252.00	18	45.36
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

INWARD
Inward No: 2195 Dt: 6/7/20
MRN No: 80861 Dt: 7/7/2020
Received By: Ashish Sign
Nilgiri Estates

IGST	CGST	SGST	Total Taxable Amount	252.00		45.36
	22.68	22.68	Total Invoice Amount	297.36		

Rupees : Two Hundred Ninty Seven and Paise Thirty Six Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction