PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	9/7/20.	Prepared by:	SOWMYA
PO/WO no.	68650	PO / WO Date.	7/7/20.
Supplier Name	sslp.	PO/WO amount	5,823.
Firm/Company	Serene constructions llp.	Project	Serene farms.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12160	8/7/20.	4,175.72
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			4,175.72

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	16203.	8/7/20	67317	☑ 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:	4,176.
Amount E – PO / WO value:	5,823.
Amount F – Difference (A – E):	1,647.
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:	Part received.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	9/7/20.						

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 ORIGINAL INVOICE

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	12160
Serene Constructions LLP	Invoice Date.	08-07-2020
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict	PO No.	68650
	PO Date.	07-07-2020
	Req ID	58295
GSTIN : 36ACVFS7909P1ZV	Req Date	06-07-2020
	Loc Req No	150289

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4041 - Consumables - Mopping stick - NA - nos	9603	10	125.00	1,250.00	18	225.00
2	4046 - Consumables - Phinyle - 1Ltr - nos	2907	8	48.00	384.00	18	69.12
3	4040 - Consumables - Mopping Cloth - NA - nos	6307	20	16.00	320.00	5	16.00
4	4001 - Consumables - Air Freshner - NA - nos Room freshner	3307	10	82.00	820.00	18	147.60
5	4001 - Consumables - Air Freshner - NA - nos Air pocket	3307	20	40.00	800.00	18	144.00
6							
7							
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15							

IGST	CGST	SGST			
			Total Taxable Amount	3,574.00	601.72
	300.86	300.86	Total Invoice Amount	4,175.72	

Rupees : Four Thousand One Hundred Seventy Five and Paise Seventy Two Only.

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 67312 Date 10/7/20 Sign.

for Summit Sales LLP

Authorised Signatory

Subject to Hyderabad Jurisdiction

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.	10203
Serene Constructions LLP	DC Date.	08-07-2020
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict	PO No.	68650
	PO Date.	07-07-2020
	Req ID	58295
GSTIN : 36ACVFS7909P1ZV	Req Date	06-07-2020
	Loc Req No	150289

	Description of Goods	HSN/SAC	Qty
1	4041 - Consumables - Mopping stick - NA - nos	9603	10
2	4046 - Consumables - Phinyle - 1Ltr - nos	2907	8
3	4040 - Consumables - Mopping Cloth - NA - nos	6307	20
4	4001 - Consumables - Air Freshner - NA - nos	3307	10
5	4001 - Consumables - Air Freshner - NA - nos	3307	20
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INWARD

Inward No: 5158	Dt: 08-07-20
MRN No: 80905	Dt: 08/07/20
Received By: Sandeep	Sign:

Serene Construction (Hyd) LLP

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 39740 Date 13/7 Sign

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

Serene Constructions LLP

Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict

GSTIN : 36ACVFS7909P1ZV

Invoice No.	12160
Invoice Date.	08-07-2020
PO No.	68650
PO Date.	07-07-2020
Req ID	58295
Req Date	06-07-2020
Loc Req No	150289

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4041 - Consumables - Mopping stick - NA - nos	9603	10	125.00	1,250.00	18	225.00
2	4046 - Consumables - Phinyle - 1Ltr - nos	2907	8	48.00	384.00	18	69.12
3	4040 - Consumables - Mopping Cloth - NA - nos	6307	20	16.00	320.00	5	16.00
4	4001 - Consumables - Air Freshner - NA - nos Room freshner	3307	10	82.00	820.00	18	147.60
5	4001 - Consumables - Air Freshner - NA - nos Air pocket	3307	20	40.00	800.00	18	144.00
6							
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INWARD

Inward No: 3256 Dt: 08-07-20

MRN No: 80905 Dt: 08/07/20

Received By: Saadeep Sign: Gopi

Serene Construction (Hyd) LLP

IGST	CGST	SGST			
			Total Taxable Amount	3,574.00	601.72
	300.86	300.86	Total Invoice Amount	4,175.72	

Rupees : Four Thousand One Hundred Seventy Five and Paise Seventy Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

 07-07-2020 13:49:18

Purchase Order

68650
06.07.20 2:23:37

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

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	68650	150289
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	4041 - Consumables - Mopping stick - NA - nos	10.00	125.00	0.00	18.00	1,475.00
2	4046 - Consumables - Phinyle - 1Ltr - nos	20.00	48.00	0.00	18.00	1,132.80
3	4040 - Consumables - Mopping Cloth - NA - nos	20.00	16.00	0.00	5.00	336.00
4	4001 - Consumables - Air Freshner - NA - nos *Room freshner.*	20.00	82.00	0.00	18.00	1,935.20
5	4001 - Consumables - Air Freshner - NA - nos *Air pocket*	20.00	40.00	0.00	18.00	944.00

Rupees : Five Thousand Eight Hundred Twenty Three Only. **Total Order Value . . .** **5,823.00**

Terms and Conditions :-

partly Bill - 12160 - 8/7/20.
Amt - 4,175.72/-
Balance - 1,647/-

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	Serene Farms Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503 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 site use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For ***Serene Constructions LLP***
Authorised Signatory

Name : 07/07/2020

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

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Serene constructions llp	Date:	06-07-2020
Site & Phase :	SERENE FARMS	Time:	11.40
Supplier		Req. No.	150289
Material required before date:	Urgent	ID No.	58295

No	Description	Size	Quantity	Units	Inward No	Date
1	**Mopping Sticks**	Std	10	Nos		
2	Phynoil	Std	20	Nos		
3	White Cloths	Std	20	Nos		
4	Room Freshners	Std	20	Nos		
5	Godreg Air packets	Std	20	Nos		
6						
7						
8						
9						
10						

PO 68650

APPROVED
07 JUL 2020

Remarks:The Above Materials is requried for Office maintenance and GC all at Site.

Prepared By	M Mahesh	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.

Requisition Form

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

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
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.