PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	14/7/20.	Prepared by:	SOWMYA
PO/WO no.	68784.	PO / WO Date.	11/7/20
Supplier Name	SSllp.	PO/WO amount	3,266.22
Firm/Company	Voc llp	Project	Voc llp
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12258	13/7/20.	3,266.22
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,266.22

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10297	13/7/20	81117	☑ 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:	3,266
Amount E – PO / WO value:	3,266.
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:	Sowmya						
Date	14/7/20						

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	Invoice No.	12258
Villa Orchids LLP	Invoice Date.	13-07-2020
Behind Janapriya, Kowkur, Hyderabad	PO No.	68784
	PO Date.	11-07-2020
	Req ID	58343
	Req Date	08-07-2020
GSTIN : 36AANFG4817C1ZH	Loc Req No	63434

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4022 - Consumables - Dettol - NA - nos handwash	3401	7	65.00	455.00	18	81.90
2	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	5	78.00	390.00	18	70.20
3	4065 - Consumables - Vim bar - NA - nos	3405	6	42.00	252.00	18	45.36
4	4059 - Consumables - Surf Detergent Powder - NA -	3402	5	24.00	120.00	18	21.60
5	4001 - Consumables - Air Freshner - NA - nos air pocket	3307	10	38.00	380.00	18	68.40
6	4000 - Consumables - Acid - NA - ltrs	2806	12	16.00	192.00	18	34.56
7	4003 - Consumables - Bombay Broom - Big - nos	9603	10	56.00	560.00	0	0.00
8	4008 - Consumables - Cleaning Cloth - other - nos	6307	12	16.00	192.00	5	9.60
9	4009 - Consumables - Coconut Broom - other - nos	9603	12	16.00	192.00	0	0.00
10	4040 - Consumables - Mopping Cloth - NA - nos	6307	12	16.00	192.00	5	9.60
11							
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IGST	CGST	SGST			
			Total Taxable Amount	2,925.00	341.22
	170.61	170.61	Total Invoice Amount	3,266.22	

Rupees : Three Thousand Two Hundred Sixty Six and Paise Twenty Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 67496
Date 15/7
Sign.

Purchase Order

 11-07-2020 14:29:39

68784
08.07.20 3:08:59

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 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	68784	63434
	Doc Date	11-07-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	11-07-2020	
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	4022 - Consumables - Dettol - NA - nos *handwash*	7.00	65.00	0.00	18.00	536.90
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	5.00	78.00	0.00	18.00	460.20
3	4065 - Consumables - Vim bar - NA - nos	6.00	42.00	0.00	18.00	297.36
4	4059 - Consumables - Surf Detergent Powder - NA - kgs	5.00	24.00	0.00	18.00	141.60
5	4001 - Consumables - Air Freshner - NA - nos *air pocket*	10.00	38.00	0.00	18.00	448.40
6	4000 - Consumables - Acid - NA - ltrs	12.00	16.00	0.00	18.00	226.56
7	4003 - Consumables - Bombay Broom - Big - nos	10.00	56.00	0.00	0.00	560.00
8	4008 - Consumables - Cleaning Cloth - other - nos	12.00	16.00	0.00	5.00	201.60
9	4009 - Consumables - Coconut Broom - other - nos	12.00	16.00	0.00	0.00	192.00
10	4040 - Consumables - Mopping Cloth - NA - nos	12.00	16.00	0.00	5.00	201.60
				Total Order Value . . .		**3,266.22**

Rupees : Three Thousand Two Hundred Sixty Six and Paise Twenty Two 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.

For ***Villa Orchids LLP***

Authorised Signatory

13/07/2020

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	VOC-LLP	Date:	08-07-2020
Site & Phase :	VOC	Time:	11:00
Supplier	SSLLP	Req. No.	63434
Material required before date:		ID No.	58343

No	Description	Size	Quantity	Units	Inward No	Date
1	DETOIL HAND WASH		07	NOS		
2	LIZOL	1 LITER	05	NOS		
3	VIM BAR SOAP		06	NOS		
4	WHEEL DETERGENT POWDER		05	PACKETS		
5	AIR POCKET		10	NOS		
6	ACID BOTTLES		12	BOTTLES		
7	BOMBAY BROOMS	BIG	10	NOS		
8	YELLOW CLOTH		12	NOS		
9	COCOUNT BROOMS	BIG	12	NOS		
10	Cleaning CLOTH (white)		12	NOS		

PO 68784.

Remarks: - FOR VOC SITE OFFICE USE & Possession villas CLEANING PURPOSE.

Prepared By	S.Sharvani	Approved by	
Sign.& Date	08-07-2020	Sign. & Date	

APPROVED
13 JUL 2020
MINISH PARIKH
MANAGER PROCUREMENT

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.	10297
Villa Orchids LLP	DC Date.	13-07-2020
Behind Janapriya, Kowkur, Hyderabad	PO No.	68784
	PO Date.	11-07-2020
	Req ID	58343
GSTIN : 36AANFG4817C1ZH	Req Date	08-07-2020
	Loc Req No	63434

	Description of Goods	HSN/SAC	Qty
1	4022 - Consumables - Dettol - NA - nos	3401	7
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	5
3	4065 - Consumables - Vim bar - NA - nos	3405	6
4	4059 - Consumables - Surf Detergent Powder - NA - kgs	3402	5
5	4001 - Consumables - Air Freshner - NA - nos	3307	10
6	4000 - Consumables - Acid - NA - ltrs	2806	12
7	4003 - Consumables - Bombay Broom - Big - nos	9603	10
8	4008 - Consumables - Cleaning Cloth - other - nos	6307	12
9	4009 - Consumables - Coconut Broom - other - nos	9603	12
10	4040 - Consumables - Mopping Cloth - NA - nos	6307	12
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MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 39885
Date 20/7

INWARD
Inward No: 15131 Dt: 13/07/20
MRN No: 81117 Dt: 14/07/20
Received By: Sign:
VILLA ORCHID LLP

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

TRANSIT COPY

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	12258
Villa Orchids LLP	Invoice Date.	13-07-2020
Behind Janapriya, Kowkur, Hyderabad	PO No.	68784
	PO Date.	11-07-2020
	Req ID	58343
GSTIN : 36AANFG4817C1ZH	Req Date	08-07-2020
	Loc Req No	63434

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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	handwash						
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	air pocket						
6	4000 - Consumables - Acid - NA - ltrs	2806	12	16.00	192.00	18	34.56
7	4003 - Consumables - Bombay Broom - Big - nos	9603	10	56.00	560.00	0	0.00
8	4008 - Consumables - Cleaning Cloth - other - nos	6307	12	16.00	192.00	5	9.60
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11							
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INWARD
Inward No: 15131 Dt: 13/07/20
MRN No: 8117 Dt: 14/07/20
Received By: Sign:
VILLA ORCHID LLP

IGST	CGST	SGST	Total Taxable Amount	2,925.00		341.22
	170.61	170.61	Total Invoice Amount	3,266.22		

Rupees : Three Thousand Two Hundred Sixty Six and Paise Twenty Two Only.

for Summit Sales LLP

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Authorised signatory