PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	16/7/20.	Prepared by:	SOWMYA
PO/WO no.	68803.	PO / WO Date.	11/7/20
Supplier Name	SS llp.	PO/WO amount	2,484
Firm Company	Voc llp	Project	Voc llp
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12319	15/7/20.	2,484
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,484.

Sl. No.	DC No	DC Date	MRN No.	DC matches MRN
1.	10352	15/7/20	81255	☑ 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:	2,484
Amount E – PO / WO value:	2,484
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	16/7/20.						

Notes: 1. In case amount to be credited to supplier and the bill 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.	12319
Villa Orchids LLP	Invoice Date.	15-07-2020
Behind Janapriya, Kowkur, Hyderabad	PO No.	68803
	PO Date.	11-07-2020
	Req ID	58344
	Req Date	08-07-2020
GSTIN : 36AANFG4817C1ZH	Loc Req No	63433

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	6	230.00	1,380.00	12	165.60
2	7560 - Stationery - other - Pen - NA - nos	9608	15	5.50	82.50	12	9.90
	blue						
3	7560 - Stationery - other - Pen - NA - nos	9608	10	5.50	55.00	12	6.60
	red						
4	7544 - Stationery - other - Marker - NA - nos	9608	20	16.00	320.00	12	38.40
	Blue/Red each nos10						
5	7584 - Stationery - other - Scribbling Pads - other -		5	15.00	75.00	12	9.00
6	7563 - Stationery - other - Pencil - NA - boxes	4421	2	42.00	84.00	12	10.08
7	7605 - Stationery - other - Whitner Pen - NA - nos	9608	5	21.00	105.00	18	18.90
8	7528 - Stationery - other - Fevistick - NA - nos	9608	5	21.00	105.00	18	18.90
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	2,206.50		277.38
	138.69	138.69	Total Invoice Amount	2,483.88		

Rupees : Two Thousand Four Hundred Eighty Three and Paise Eighty Eight Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. INWARD No. 67596 Date 17/7

Authorised signatory

Purchase Order

 13-07-2020 11:13:24

68803
15.07.20 12:16:57

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 **GSTIN** 36ACQFS2044C1Z7 040-66335551 9618244433	**Doc No**	68803	63433
	Doc Date	11-07-2020	
	Quote No	Nil	
	Quote Date	11-07-2020	
	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	6.00	230.00	0.00	12.00	1,545.60
2	7560 - Stationery - other - Pen - NA - nos *blue*	15.00	5.50	0.00	12.00	92.40
3	7560 - Stationery - other - Pen - NA - nos *red*	10.00	5.50	0.00	12.00	61.60
4	7544 - Stationery - other - Marker - NA - nos *Blue/Red each nos10*	20.00	16.00	0.00	12.00	358.40
5	7584 - Stationery - other - Scribbling Pads - other - nos	5.00	15.00	0.00	12.00	84.00
6	7563 - Stationery - other - Pencil - NA - boxes	2.00	42.00	0.00	12.00	94.08
7	7605 - Stationery - other - Whitner Pen - NA - nos	5.00	21.00	0.00	18.00	123.90
8	7528 - Stationery - other - Fevistick - NA - nos	5.00	21.00	0.00	18.00	123.90
				Total Order Value . . .		**2,483.88**

Rupees : Two Thousand Four Hundred Eighty Three and Paise Eighty 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 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.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order for Site office use purpose.
Completion Date	NA

For ***Villa Orchids LLP***

Authorised Signatory

13/07/2020

Name : ________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ________

Date : __/__/____

Company Name:	VILLAS ORCHIDS-LLP	Date:	08-07-2020
Site & Phase :	VOC	Time:	10:48
Supplier	SSLLP	Req. No.	63433
Material required before date:		ID No.	58344

No	Description	Size	Quantity	Units	Inward No	Date
1	PAPER BANDLE (STD PAPER)	A4	06	BUNDLES		
2	BLUE PENS	STD	3	PACKETS		
3	RED PENS	STD	2	PACKETS		
4	PERMANENT MARKERS	RED	2	BOXES		
5	PERMANENT MARKERS	BLUE	2	BOXES		
6	SCRIBLING PADS	SMALL	5	NOS		
7	STAPLER PINS	SMALL	5	BOXES		
8	PENCIL BOX	STD	2	BOXES		
9	WHITENERS	STD	05	NOS		
10	FEVI STICKS	STD	05	NOS		

PO 68803

Remarks: - FOR OFFICE USE PURPOSE

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

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

APPROVED
13 JUL 2020
MINISH PARIKH
MANAGER PROCUREMENT

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.	10352
Villa Orchids LLP	DC Date.	15-07-2020
Behind Janapriya, Kowkur, Hyderabad	PO No.	68803
	PO Date.	11-07-2020
	Req ID	58344
	Req Date	08-07-2020
GSTIN : 36AANFG4817C1ZH	Loc Req No	63433

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	6
2	7560 - Stationery - other - Pen - NA - nos	9608	15
3	7560 - Stationery - other - Pen - NA - nos	9608	10
4	7544 - Stationery - other - Marker - NA - nos	9608	20
5	7584 - Stationery - other - Scribbling Pads - other - nos		5
6	7563 - Stationery - other - Pencil - NA - boxes	4421	2
7	7605 - Stationery - other - Whitner Pen - NA - nos	9608	5
8	7528 - Stationery - other - Fevistick - NA - nos	9608	5
9			
10			
11			
12			
13			
14			
15			
16			
17			
18	INWARD		
19	Inward No: 15146 Dt: 15/07/20		
20	MRN No. 81255 Dt: 17/07/20		
21	Received By: Sign:		
22	VILLA ORCHID LLP		
23			
24			
25			
26			
27			
28			
29			
30			

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 39995 Date: 20/7 Sign.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

Summit Sales LLP

TRANSIT COPY

#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.	12319
Villa Orchids LLP	Invoice Date.	15-07-2020
Behind Janapriya, Kowkur, Hyderabad	PO No.	68803
	PO Date.	11-07-2020
	Req ID	58344
GSTIN : 36AANFG4817C1ZH	Req Date	08-07-2020
	Loc Req No	63433

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	6	230.00	1,380.00	12	165.60
2	7560 - Stationery - other - Pen - NA - nos	9608	15	5.50	82.50	12	9.90
	blue						
3	7560 - Stationery - other - Pen - NA - nos	9608	10	5.50	55.00	12	6.60
	red						
4	7544 - Stationery - other - Marker - NA - nos	9608	20	16.00	320.00	12	38.40
	Blue/Red each nos10						
5	7584 - Stationery - other - Scribbling Pads - other -		5	15.00	75.00	12	9.00
6	7563 - Stationery - other - Pencil - NA - boxes	4421	2	42.00	84.00	12	10.08
7	7605 - Stationery - other - Whitner Pen - NA - nos	9608	5	21.00	105.00	18	18.90
8	7528 - Stationery - other - Fevistick - NA - nos	9608	5	21.00	105.00	18	18.90
9							
10							
11							
12							
13							
14							
15							

INWARD
Inward No: 15146 Dt: 15/07/20
MRN No: 81255 Dt: 17/07/20
Received By: Sign:
VILLA ORCHIDS LLP

IGST	CGST	SGST				
			Total Taxable Amount	2,206.50		277.38
	138.69	138.69	Total Invoice Amount	2,483.88		

Rupees : Two Thousand Four Hundred Eighty Three and Paise Eighty Eight Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction