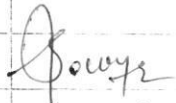


PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 16/7/20.		Prepared by: SOWMYA	
PO/WO no. 68803.		PO/WO Date. 11/7/20	
Supplier Name SS/Ip.		PO/WO amount 2,484	
Firm Company Voc Ip		Project Voc Ip	
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.
1.	10352	15/7/20	81255
2.			
3.			
4.			
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
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			
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 E. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

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

1 of 1 : 15-07-2020

Customer Details				Invoice No.	12319		
Villa Orchids LLP Behind Janapriya, Kowkur, Hyderabad GSTIN : 36AANFG4817C1ZH				Invoice Date.	15-07-2020		
				PO No.	68803		
				PO Date.	11-07-2020		
				Req ID	58344		
				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 blue	9608	15	5.50	82.50	12	9.90
3	7560 - Stationery - other - Pen - NA - nos red	9608	10	5.50	55.00	12	6.60
4	7544 - Stationery - other - Marker - NA - nos Blue/Red each nos10	9608	20	16.00	320.00	12	38.40
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

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 2

13-07-2020 11:13:24



68803

15.07.20 12:16:57

From Company : **Villa Orchids LLP**

5-4-187/3 & 4, II nd 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**Penalty 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** NAFor **Villa Orchids LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

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 BUNDLE (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			
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.



Summit Sales LLP

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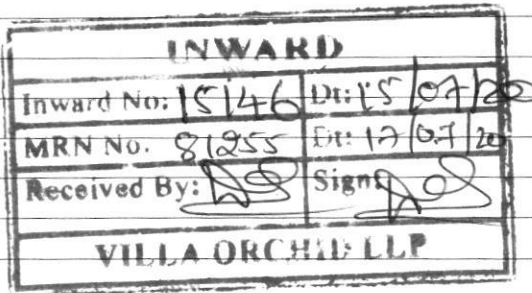
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 15-07-2020

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
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Summit Sales LLP

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

Email: purchase@modiproperties.com

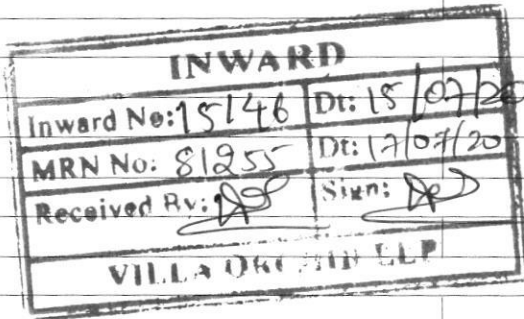
TRANSIT COPY

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 15-07-2020

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				PO Date.		11-07-2020	
				Req ID		58344	
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		138.69	138.69	Total Invoice Amount		2,483.88	
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