PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	17/7/20.	Prepared by:	SOWMYA
PO/WO no.	68330	PO / WO Date.	26/6/20
Supplier Name	SS Cp.	PO/WO amount	5,428
Firm/Company	NE	Project	NE
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12333	16/7/20.	2,714
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,714

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10366	16/7/20	8129	☑ 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:	2,714
Amount E – PO / WO value:	5,428
Amount F – Difference (A – E):	2714
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	**25.7.2020**
Remarks: final Bill	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	17/7/20						

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		
Nilgiri Estates	Invoice No.	12333
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	Invoice Date.	16-07-2020
	PO No.	68330
	PO Date.	26-06-2020
	Req ID	57933
	Req Date	25-06-2020
GSTIN : 36AAHFN0766F1ZA	Loc Req No	72821

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	2100 - Carpentry - hardware - Fischer - 6mm - pkts	3926	10	105.00	1,050.00	18	189.00
2	2156 - Carpentry - hardware - S.S. Screws - other - 32 x 8		10	125.00	1,250.00	18	225.00
3							
4							
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14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	2,300.00		414.00
	207.00	207.00	Total Invoice Amount	2,714.00		

Rupees : Two Thousand Seven Hundred Fourteen Only.

for Summit Sales LLP

Authorised signatory

MODI PROPERTIES PVT. LTD. INWARD No. 6765 Date 20/7/20 Sign. SEC'BAD

Subject to Hyderabad Jurisdiction

Purchase Order

 27-06-2020 10:29:16 AM

68330
24.06.20 12:19:12

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	**Doc No**	68330	72821
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	26-06-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	26-06-2020	
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	2100 - Carpentry - hardware - Fischer - 6mm - pkts	20.00	105.00	0.00	18.00	2,478.00
2	2156 - Carpentry - hardware - S.S. Screws - other - pkts *32 x 8*	20.00	125.00	0.00	18.00	2,950.00
					Total Order Value . . .	**5,428.00**

Rupees : Five Thousand Four Hundred Twenty Eight Only.

Part received

I/r Bill 11997 ~~Amount~~ Rs 2,714/-

Balance has to be received Rs 2,714/-

6/7/2020

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

27/06/2020

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	NILGIRI ESTATES	Date:	24.06.2020
Site & Phase :	NILGIRI ESTATES	Time:	16:41
Supplier		Req. No.	72821
Material required before date:	Urgent	ID No.	57933

No	Description	Size	Quantity	Units	Inward No	Date
1	**S.S screws -100 no's packets**	32/8	20	No's		
2	Fisher plug -100 no's packets 68330	6 mm	20	No's		
3						
4						
5						
6						
7						
8						
9						
10						

APPROVED
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: For Site Use Purpose

Prepared By	Rahul	Approved by	
Sign.& Date	24.06.2020	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						

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.	10366
Nilgiri Estates	DC Date.	16-07-2020
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	68330
	PO Date.	26-06-2020
	Req ID	57933
GSTIN : 36AAHFN0766F1ZA	Req Date	25-06-2020
	Loc Req No	72821

	Description of Goods	HSN/SAC	Qty
1	2100 - Carpentry - hardware - Fischer - 6mm - pkts	3926	10
2	2156 - Carpentry - hardware - S.S. Screws - other - pkts		10
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MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 39962
Date 20/7

INWARD
Inward No: 21838 Dt: 16/7/20
MRN No: 81292 Dt: 18/7/20
Received By: Ashish
Sign
Nilgiri Estates

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.	12333
Nilgiri Estates	Invoice Date.	16-07-2020
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	68330
	PO Date.	26-06-2020
	Req ID	57933
GSTIN : 36AAHFN0766F1ZA	Req Date	25-06-2020
	Loc Req No	72821

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	2100 - Carpentry - hardware - Fischer - 6mm - pkts	3926	10	105.00	1,050.00	18	189.00
2	2156 - Carpentry - hardware - S.S. Screws - other - 32 x 8		10	125.00	1,250.00	18	225.00
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15							

INWARD
Inward No: 21838 Dt: 16/7/20
MRN No: 81092 Dt: 18/7/20
Received By: Ashish Sign.
Nilgiri Estates

IGST	CGST	SGST				
			Total Taxable Amount	2,300.00		414.00
	207.00	207.00	Total Invoice Amount	2,714.00		

Rupees : Two Thousand Seven Hundred Fourteen Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction