6

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	16/7/20.	Prepared by:	SOWMYA
PO/WO no.	68826.	PO / WO Date.	13/7/20
Supplier Name	sslp.	PO/WO amount	3,809
Firm/Company	Modi realty Mallapur llp	Project	GMR.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12316	15/7/20.	3,809
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,809

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10349	15/7/20	81224	☑ 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:	3,809
Amount E – PO / WO value:	3,809
Amount F – Difference (A – E):	—

Quantity received as per PO/WO	☑ Yes □ Excess received □ Short received □ Other (explained below)
Is difference between PO / Bill accepted	~~□ 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		APPROVED 22 JUL 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date:	16/7/20.						

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	12316
Modi Reality Mallapur LLP	Invoice Date.	15-07-2020
Sy No, 19, Mallapur, Hyderabad, Next to NFC Rsilway Over Bridge,	PO No.	68826
	PO Date.	13-07-2020
	Req ID	58425
GSTIN : 36AAEFM1459R1ZP	Req Date	11-07-2020
	Loc Req No	68347

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7529 - Stationery - other - File Folders - NA - nos		100	5.50	550.00	0	0.00
2	7555 - Stationery - other - Paper - A4 - bundles	4810	10	230.00	2,300.00	12	276.00
3	7560 - Stationery - other - Pen - NA - nos blue	9608	20	5.50	110.00	12	13.20
4	7544 - Stationery - other - Marker - NA - nos blue	9608	20	16.00	320.00	12	38.40
5	7512 - Stationery - other - CD Marker - NA - nos	9608	10	18.00	180.00	12	21.60
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IGST	CGST	SGST			
			Total Taxable Amount	3,460.00	349.20
	174.60	174.60	Total Invoice Amount	3,809.20	

Rupees : Three Thousand Eight Hundred Nine and Paise Twenty Only.

for Summit Sales LLP

MODI PROPERTIES PVT. LTD. SECUNDERABAD
INWARD
No. 67593
Date 17/7
Sign.

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 13-07-2020 14:31:30 Or

68826

15.07.20 12:16:57

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	68826	68347
	Doc Date	13-07-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	13-07-2020	
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	7529 - Stationery - other - File Folders - NA - nos	100.00	5.50	0.00	0.00	550.00
2	7555 - Stationery - other - Paper - A4 - bundles	10.00	230.00	0.00	12.00	2,576.00
3	7560 - Stationery - other - Pen - NA - nos *blue*	20.00	5.50	0.00	12.00	123.20
4	7544 - Stationery - other - Marker - NA - nos *blue*	20.00	16.00	0.00	12.00	358.40
5	7512 - Stationery - other - CD Marker - NA - nos	10.00	18.00	0.00	12.00	201.60
					Total Order Value . . .	**3,809.20**

Rupees : Three Thousand Eight Hundred Nine and Paise Twenty Only.

Terms and Conditions :-

Specification / 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 Gulmohar Residency
Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge
Phone. Contact: Security _______, Admin 9502211011

Penality For Delay Nil

Transportation 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 *Modi Reality Mallapur LLP*
Authorised Signatory

Name : ______________

Contact ...

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

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	MODI REALTY MALLAPUR LLP	Date:	10.07.20
Site & Phase :	GULMOHAR RESIDENCY	Time:	10:20
Supplier		Req. No.	68347
Material required before date:	13.07.20	ID No.	58425

No	Description	Size	Quantity	Units	Inward No	Date
1.	File folder	A3	10	Pkts		
2.	White papers	A4	10	Bundles		
3.	Blue pens	std	20	No's		
4.	Permanent Markers	std	20	Nos		
5.	C.D Markers	std	10	No's		
6.						
7.						
8.						
9.						
10.						

PO 68826

Remarks: for site office and sales office cleaning purpose at GMR site .

Prepared By	Sravani	Approved by	
Sign.& Date	10.07.2020	Sign. & Date	

Note:

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.	10349
Modi Reality Mallapur LLP	DC Date.	15-07-2020
Sy No, 19, Mallapur, Hyderabad, Next to NFC Rsilway Over Bridge,	PO No.	68826
	PO Date.	13-07-2020
	Req ID	58425
GSTIN : 36AAEFM1459R1ZP	Req Date	11-07-2020
	Loc Req No	68347

	Description of Goods	HSN/SAC	Qty
1	7529 - Stationery - other - File Folders - NA - nos		100
2	7555 - Stationery - other - Paper - A4 - bundles	4810	10
3	7560 - Stationery - other - Pen - NA - nos	9608	20
4	7544 - Stationery - other - Marker - NA - nos	9608	20
5	7512 - Stationery - other - CD Marker - NA - nos	9608	10
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INWARD
MODI REALTY MALLAPUR LLP
Ward No 900 Dt 15/7/20
MRN No 81224 Dt 17/7/20
Received By Sign 15/7/20

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX 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		
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Sy No, 19, Mallapur, Hyderabad, Next to NFC Rsilway Over Bridge,	Invoice Date.	15-07-2020
	PO No.	68826
	PO Date.	13-07-2020
	Req ID	58425
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INWARD
MODI REALTY MALLAPUR LLP
Ward No 900 Dt 15/7/20
MRN No 81224 Dt
Received By Rowan Sign 15/7/20

IGST	CGST	SGST			
			Total Taxable Amount	3,460.00	349.20
	174.60	174.60	Total Invoice Amount	3,809.20	

Rupees : Three Thousand Eight Hundred Nine and Paise Twenty Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised Signatory