

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 16/7/20		Prepared by: SOWMYA	
PO/WO no. 68650		PO / WO Date. 7/7/20	
Supplier Name SSIIP		PO/WO amount 5,823.	
Firm/Company Serene constructions llp		Project Serene farms.	
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12291	15/7/20	1,647.28
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,647.28
Sl. No.	DC No	DC. Date	MRN No.
1.	10324	15/7/20	81168
2.			
3.			
4.			
Amount B –Other Credits :			-
Amount C –Other Debits :			-
Amount D (D=A+B-C) – Amount to be credited to the supplier:			1,647.28
Amount E – PO / WO value:			5,823.
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: Partly Billed			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:	Sowmya		
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/-

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.	12291		
Serene Constructions LLP Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict GSTIN : 36ACVFS7909P1ZV				Invoice Date.	15-07-2020		
				PO No.	68650		
				PO Date.	07-07-2020		
				Req ID	58295		
				Req Date	06-07-2020		
				Loc Req No	150289		
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4046 - Consumables - Phinyle - 1Ltr - nos	2907	12	48.00	576.00	18	103.68
2	4001 - Consumables - Air Freshner - NA - nos	3307	10	82.00	820.00	18	147.60
	Room freshner						
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST		CGST	SGST	Total Taxable Amount		1,396.00	251.28
		125.64	125.64	Total Invoice Amount		1,647.28	
Rupees : One Thousand Six Hundred Fourty Seven and Paise Twenty Eight Only.							

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

07-07-2020 13:49:18



68650

06.07.20 2:23:37

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

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	68650	150289
Doc Date	07-07-2020	
Quote No	Nil	
Quote Date	07-07-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4041 - Consumables - Mopping stick - NA - nos	10.00	125.00	0.00	18.00	1,475.00
2 4046 - Consumables - Phynyle - 1Ltr - nos	20.00	48.00	0.00	18.00	1,132.80
3 4040 - Consumables - Mopping Cloth - NA - nos	20.00	16.00	0.00	5.00	336.00
4 4001 - Consumables - Air Freshner - NA - nos Room freshner.	20.00	82.00	0.00	18.00	1,935.20
5 4001 - Consumables - Air Freshner - NA - nos Air pocket	20.00	40.00	0.00	18.00	944.00
Rupees : Five Thousand Eight Hundred Twenty Three Only.					
Total Order Value ...					5,823.00

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	Serene Farms Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503 Phone. ..
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 use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

partly Bill - 12160 - 8/7/20
Amt - 4,175.72/-
Balance - 1,647/-
Boyer

For **Serene Constructions LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		Serene constructions llp		Date:		06-07-2020	
Site & Phase :		SERENE FARMS		Time:		11.40	
Supplier				Req. No.		150289	
Material required before date:		Urgent		ID No.		58 295	

No	Description	Size	Quantity	Units	Inward No	Date
1	Mopping Sticks	Std	10	Nos ✓		
2	Phynoil	Std	20	Nos ✓		
3	White Cloths	Std	20	Nos ✓		
4	Room Freshners	Std	20	Nos ✓		
5	Godreg Air packets	Std	20	Nos		
6						
7						
8						
9						
10						

Remarks: The Above Materials is required for Office maintenance and GC all at Site.

Prepared By	M Mahesh	Approved by	
Sign. & Date	06-07-2020	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						
6						
7						
8						
9						
10						

Remarks:

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

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

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		DC No.	10324
Serene Constructions LLP		DC Date.	15-07-2020
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict		PO No.	68650
		PO Date.	07-07-2020
		Req ID	58295
		Req Date	06-07-2020
GSTIN : 36ACVFS7909P1ZV		Loc Req No	150289
	Description of Goods	HSN/SAC	Qty
1	4046 - Consumables - Phinyle - 1Ltr - nos	2907	12 ✓
2	4001 - Consumables - Air Freshner - NA - nos	3307	10 ✓
3			
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INWARD	
Inward No: 5165	Dt: 15/07/20
MRN No: 81168	Dt: 15/07/20
Received By:	Sign:
Serene Construction (Hyd) LLP	

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

1 of 1 : 15-07-2020

TRANSIT COPY

Customer Details				Invoice No.	12291		
Serene Constructions LLP				Invoice Date.	15-07-2020		
Sy No. 44, Yenkepally Village, Chevella Mandal, RR District				PO No.	68650		
				PO Date.	07-07-2020		
				Req ID	58295		
				Req Date	06-07-2020		
GSTIN : 36ACVFS7909P1ZV				Loc Req No	150289		
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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IGST	CGST	SGST	Total Taxable Amount		1,396.00		251.28
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for Summit Sales LLP

Authorised signatory

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