PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	16/7/20.	Prepared by:	SOWMYA
PO/WO no.	68829.	PO / WO Date.	13/7/20.
Supplier Name	Ssllp.	PO/WO amount	2,824.90
Firm/Company	Serene constructions llp	Project	Serene farms.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12290	15/7/20.	2,824.90
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,824.90

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10323	15/7/20	81167.	☑ 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:	2,825
Amount E – PO / WO value:	2,825
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		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

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		
Serene Constructions LLP	Invoice No.	12290
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict	Invoice Date.	15-07-2020
	PO No.	68829
	PO Date.	13-07-2020
	Req ID	58432
GSTIN : 36ACVFS7909P1ZV	Req Date	11-07-2020
	Loc Req No	150291

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4003 - Consumables - Bombay Broom - Big - nos	9603	6	56.00	336.00	0	0.00
2	4080 - Consumables - Bombay Brooms - Other - Nos	9603	125	8.30	1,037.50	0	0.00
3	4585 - Electrical - other - Insulation tape - NA - nos	8546	40	10.00	400.00	18	72.00
4	4057 - Consumables - Sponges - NA - nos	3921	100	8.30	830.00	18	149.40
5							
6							
7							
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15							

IGST	CGST	SGST			
			Total Taxable Amount	2,603.50	221.40
	110.70	110.70	Total Invoice Amount	2,824.90	

Rupees : Two Thousand Eight Hundred Twenty Four and Paise Ninty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SECBAD
INWARD
No. 67567
Date 17/7
Sign.

Purchase Order

 13-07-2020 14:31:30 Or

68829
15.07.20 12:16:57

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	**Doc No**	68829	150291
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**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	4003 - Consumables - Bombay Broom - Big - nos	6.00	56.00	0.00	0.00	336.00
2	4080 - Consumables - Bombay Brooms - Other - Nos	125.00	8.30	0.00	0.00	1,037.50
3	4585 - Electrical - other - Insulation tape - NA - nos	40.00	10.00	0.00	18.00	472.00
4	4057 - Consumables - Sponges - NA - nos	100.00	8.30	0.00	18.00	979.40
					Total Order Value . . .	**2,824.90**

Rupees : Two Thousand Eight Hundred Twenty Four and Paise Ninty Only.

Terms and Conditions :-

Specification /	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. ..
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	NA
Measurment	NA
Security	Nil
Remarks	

For ***Serene Constructions LLP***

Authorised Signatory

Name :

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Serene constructions llp	Date:	11-07-2020
Site & Phase :	SERENE FARMS	Time:	10.40
Supplier		Req. No.	150291
Material required before date: asap		ID No.	58432

No	Description	Size	Quantity	Units	Inward No	Date
1	**Bombay Brooms**	Std	125	Nos		
2	Insulation Tapes	Std	02	Box		
3	Sponjes	Std	100	Nos		
4	PO 68829					
5						
6						
7						
8						
9						
10						

Remarks:The Above Materials is requried for Plastering work for site Villas.

Prepared By	M Mahesh	Approved by	
Sign.& Date	11-07-2020	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.

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.	10323
Serene Constructions LLP	DC Date.	15-07-2020
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict	PO No.	68829
	PO Date.	13-07-2020
	Req ID	58432
GSTIN : 36ACVFS7909P1ZV	Req Date	11-07-2020
	Loc Req No	150291

	Description of Goods	HSN/SAC	Qty
1	4003 - Consumables - Bombay Broom - Big - nos	9603	6
2	4080 - Consumables - Bombay Brooms - Other - Nos	9603	125
3	4585 - Electrical - other - Insulation tape - NA - nos	8546	40
4	4057 - Consumables - Sponges - NA - nos	3921	100
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MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 39982
Date 20/7
Sign

INWARD
Inward No: 5164 Dt: 15/07/20
MRN No: 81167 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

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		
Serene Constructions LLP	Invoice No.	12290
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict	Invoice Date.	15-07-2020
	PO No.	68829
	PO Date.	13-07-2020
	Req ID	58432
	Req Date	11-07-2020
GSTIN : 36ACVFS7909P1ZV	Loc Req No	150291

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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13							
14							
15							

INWARD
Inward No: 5164 Dt: 15/07/20
MRN No: 81161 Dt: 15/07/20
Received By: Sign:
Serene Construction (Hyd) LLP

IGST	CGST	SGST	Total Taxable Amount	2,603.50	221.40
	110.70	110.70	Total Invoice Amount	2,824.90	

Rupees : Two Thousand Eight Hundred Twenty Four and Paise Ninty Only.

for Summit Sales LLP

Authorised signatory

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