

PURCHASE DIVISION
Advice for approval for credit to supplier

36

Date:		24/7/20		Prepared by:		SOWMYA	
PO/WO no.		69091		PO / WO Date.		24/7/20	
Supplier Name		SS/Ip.		PO/WO amount		2,602	
Firm/Company		Modi properties pvt ltd		Project		MPL	
Sl. No.	Bill No.	Bill Date		Bill amount			
1.	12455	24/7/20		2,366			
2.							
3.							
4.							
Amount A – Bills total(Excluding Transport & Hamali Charges):						2,366	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	10496	24/7/20	81458	☒ 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:						2,366	
Amount E – PO / WO value:						2,602	
Amount F – Difference (A – E):						236	
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			31.7.2020				
Remarks: part billed							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	24/7/20						

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 : 24-07-2020

Customer Details				Invoice No.		12455	
Modi Properties Private Limited., Sy No. 82/1, Mallapur, Nacharam, Hyderabad GSTIN : 36AABCM4761E1ZM				Invoice Date.		24-07-2020	
				PO No.		69091	
				PO Date.		24-07-2020	
				Req ID		58690	
				Req Date		22-07-2020	
				Loc Req No		11826	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos blue-3 and black 2	9608	40	3.50	140.00	12	16.80
2	7593 - Stationery - other - Stapler - other - nos	9608	3	37.00	111.00	18	19.98
3	7594 - Stationery - other - Stapler pin - other - boxes	7415	5	6.00	30.00	18	5.40
4	7544 - Stationery - other - Marker - NA - nos Blck 10 nos red 10 nos blue 10 nos	9608	30	16.00	480.00	12	57.60
5	7605 - Stationery - other - Whitner Pen - NA - nos	9608	5	21.00	105.00	18	18.90
6	7563 - Stationery - other - Pencil - NA - boxes	4421	2	42.00	84.00	12	10.08
7	7528 - Stationery - other - Fevistick - NA - nos	9608	5	230.00	1,150.00	12	138.00
8							
9							
10							
11							
12							
13							
14							
15							
IGST		CGST	SGST	Total Taxable Amount		2,100.00	266.76
		133.38	133.38	Total Invoice Amount		2,366.76	
Rupees : Two Thousand Three Hundred Sixty Six and Paise Seventy Six Only.							

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order

Page(s) 1 Of 2

24-07-2020 2:29:17 PM



24.07.20 11:20:52

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

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	69091	11826
Doc Date	24-07-2020	
Quote No	Nil	
Quote Date	24-07-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7560 - Stationery - other - Pen - NA - nos blue-3 and black 2	100.00	3.50	0.00	12.00	392.00
2 7593 - Stationery - other - Stapler - other - nos	3.00	37.00	0.00	18.00	130.98
3 7594 - Stationery - other - Stapler pin - other - boxes	5.00	6.00	0.00	18.00	35.40
4 7544 - Stationery - other - Marker - NA - nos Black 10 nos red 10 nos blue 10 nos	30.00	16.00	0.00	12.00	537.60
5 7605 - Stationery - other - Whitner Pen - NA - nos	5.00	21.00	0.00	18.00	123.90
6 7563 - Stationery - other - Pencil - NA - boxes	2.00	42.00	0.00	12.00	94.08
7 7528 - Stationery - other - Fevistick - NA - nos	5.00	230.00	0.00	12.00	1,288.00
Total Order Value . . .					2,601.96

Rupees : Two Thousand Six Hundred One and Paise Ninty Six 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 May Flower Platinum
Sy 82/1, Mallapur, Nacharam.

Phone. 7680971999

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 purpose.

Completion Date NA

Measurment NA

Security Nil

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name :

Name : _____

Date : __/__/__

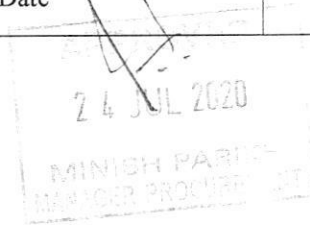
Accepted the above Terms And Conditions

For **Summit Sales LLP**

Part A: 12455 Dt: 24/7/20
A: 2366 1-
3/8/20
B: 236 1-

Requisition Form

Company Name:		Modi Properties Pvt Ltd		Date:		20-07-2020	
Site & Phase :		May Flower Platinum		Time:		13,13	
Supplier				Req.No.		11826	
Material required before date:		11-05-2020		ID No.		58690.	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Blue /Black pens	Std	05	Boxs			
2	Staplers & pins small	Std	05	Nos			
3	Whitener s	Std	05	Nos			
4	Pencils	Std	02	Boxs			
5	Fevisticks	Std	05	Nos			
6	Black/ Red/ blue markers	Std	05	Boxs			
7							
Remarks : for site use purpose							
Prepared By		K.sravani		Approved by		SV.subbareddy	
Sign.& Date		20-07-2020		Sign. & Date			



Summit Sales LLP

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

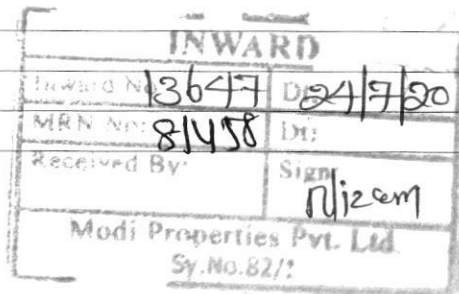
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 24-07-2020

Customer Details		DC No.	10476
Modi Properties Private Limited.,		DC Date.	24-07-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad		PO No.	69091
		PO Date.	24-07-2020
		Req ID	58690
GSTIN : 36AABCM4761E1ZM		Req Date	22-07-2020
		Loc Req No	11826
	Description of Goods	HSN/SAC	Qty
1	7560 - Stationery - other - Pen - NA - nos	9608	40
2	7593 - Stationery - other - Stapler - other - nos	9608	3
3	7594 - Stationery - other - Stapler pin - other - boxes	7415	5
4	7544 - Stationery - other - Marker - NA - nos	9608	30
5	7605 - Stationery - other - Whitner Pen - NA - nos	9608	5
6	7563 - Stationery - other - Pencil - NA - boxes	4421	2
7	7528 - Stationery - other - Fevistick - NA - nos	9608	5
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			



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

Supplier / Customer / Transporter - Copy

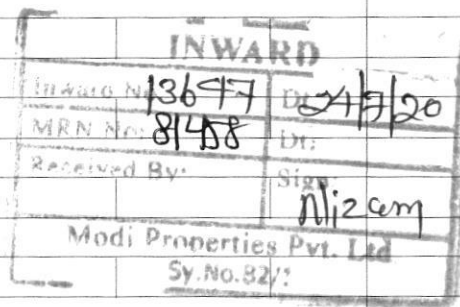
GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 24-07-2020

TRANSIT COPY

Customer Details				Invoice No.	12455		
Modi Properties Private Limited., Sy No. 82/1, Mallapur, Nacharam, Hyderabad				Invoice Date.	24-07-2020		
GSTIN : 36AABCM4761E1ZM				PO No.	69091		
				PO Date.	24-07-2020		
				Req ID	58690		
				Req Date	22-07-2020		
				Loc Req No	11826		
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos blue-3 and black 2	9608	40	3.50	140.00	12	16.80
2	7593 - Stationery - other - Stapler - other - nos	9608	3	37.00	111.00	18	19.98
3	7594 - Stationery - other - Stapler pin - other - boxes	7415	5	6.00	30.00	18	5.40
4	7544 - Stationery - other - Marker - NA - nos Blck 10 nos red 10 nos blue 10 nos	9608	30	16.00	480.00	12	57.60
5	7605 - Stationery - other - Whitner Pen - NA - nos	9608	5	21.00	105.00	18	18.90
6	7563 - Stationery - other - Pencil - NA - boxes	4421	2	42.00	84.00	12	10.08
7	7528 - Stationery - other - Fevistick - NA - nos	9608	5	230.00	1,150.00	12	138.00
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
Total Taxable Amount				2,100.00		266.76	
Total Invoice Amount				2,366.76			

Rupees : Two Thousand Three Hundred Sixty Six and Paise Seventy Six Only.



for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction