PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	31/7/20.	Prepared by:	SOWMYA
PO/WO no.	69195.	PO / WO Date.	28/7/20
Supplier Name	SS1lp.	PO/WO amount	8,291
Firm/Company	Modi properties pvt ltd	Project	MPL
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12538.	29/7/20.	6,808
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			6,808

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10558	29/7/20	81603	☑ 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:	6,808.
Amount E – PO / WO value:	8,291
Amount F – Difference (A – E):	1,483

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	**7.8.2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	31/7/20.						

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.	12538
Modi Properties Private Limited,.	Invoice Date.	29-07-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	69195
	PO Date.	28-07-2020
	Req ID	58775
	Req Date	27-07-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	11833

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4080 - Consumables - Bombay Brooms - Other - Nos	9603	100	8.30	830.00	0	0.00
	small						
2	4057 - Consumables - Sponges - NA - nos	3921	200	8.30	1,660.00	18	298.80
3	4000 - Consumables - Acid - NA - ltrs	2806	10	16.00	160.00	18	28.80
4	4009 - Consumables - Coconut Broom - other - nos	9603	20	56.00	1,120.00	18	201.60
5	4065 - Consumables - Vim bar - NA - nos	3405	6	42.00	252.00	18	45.36
6	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6	73.00	438.00	18	78.84
7	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	6	78.00	468.00	18	84.24
8	4001 - Consumables - Air Freshner - NA - nos	3307	6	82.00	492.00	18	88.56
	Room freshner						
9	4046 - Consumables - Phinyle - 1Ltr - nos	2907	4	48.00	192.00	18	34.56
10	4008 - Consumables - Cleaning Cloth - other - nos	6307	10	16.00	160.00	5	8.00
	Yellow						
11	4040 - Consumables - Mopping Cloth - NA - nos	6307	10	16.00	160.00	5	8.00
	white						
12							
13							
14							
15							

IGST	CGST	SGST				
IGST	CGST	SGST	Total Taxable Amount	5,932.00		876.76
	438.38	438.38	Total Invoice Amount	6,808.76		

Rupees : Six Thousand Eight Hundred Eight and Paise Seventy Six Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 67921 3|7

Purchase Order

69195
31.07.20 12:08:30

 28-07-2020 14:29:25

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

Supplier Details

Summit Sales LLP		**Doc No**	69195	11833
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad		**Doc Date**	28-07-2020	
		Quote No	Nil	
GSTIN 36ACQFS2044C1Z7		**Quote Date**	28-07-2020	
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	4080 - Consumables - Bombay Brooms - Other - Nos *small*	100.00	8.30	0.00	0.00	830.00
2	4057 - Consumables - Sponges - NA - nos	200.00	8.30	0.00	18.00	1,958.80
3	4000 - Consumables - Acid - NA - ltrs	10.00	16.00	0.00	18.00	188.80
4	4022 - Consumables - Dettol - NA - nos *Hand wash*	6.00	65.00	0.00	18.00	460.20
5	4009 - Consumables - Coconut Broom - other - nos	20.00	56.00	0.00	18.00	1,321.60
6	4065 - Consumables - Vim bar - NA - nos	6.00	42.00	0.00	18.00	297.36
7	4014 - Consumables - Colin - 500ml - nos	10.00	77.00	0.00	18.00	908.60
8	4035 - Consumables - Harpic - Cleaner - 500ml - nos	6.00	73.00	0.00	18.00	516.84
9	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	6.00	78.00	0.00	18.00	552.24
10	4001 - Consumables - Air Freshner - NA - nos *Room freshner*	6.00	82.00	0.00	18.00	580.56
11	4046 - Consumables - Phinyle - 1Ltr - nos	6.00	48.00	0.00	18.00	339.84
12	4008 - Consumables - Cleaning Cloth - other - nos *Yellow*	10.00	16.00	0.00	5.00	168.00
13	4040 - Consumables - Mopping Cloth - NA - nos *white*	10.00	16.00	0.00	5.00	168.00
					Total Order Value . . .	**8,290.84**

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

Bill. No - 12538 dt - 29/7/20
Amt - 6,808
Balance - 1,483/-
Gourya

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 Day.

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : ______________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

Requisition Form

mpany Name:	Madi Properties Pvt Ltd	Date:	27-07-2020
Site & Phase :	May Flower Platinum	Time:	11;10
Supplier		Req.No.	11833
Material required before date:	30-07-2020	ID No.	58775

No	Description	Size	Quantity	Units	Inward No	Date
1	Boombay brooms	Std	100	No s		
2	Sponges	Std	200	Nos		
3	Acid	Std	10	No s		
4	Coconut brooms	Std	20	Nos		
5	Colin	Std	10	Nos		
6	Cleaning cloths yellow/white	Std	20	Nos		
7	Lizol	Std	06	Nos		
8	Harpic	Std	06	Nos		
9	Dettol hand wash	Std	06	Nos		
10	Odonil	Std	06	Nos		
11	Vim bar	Std	06	Nos		
12	Room freshener	Std	06	Nos		
13	Pheneyel	Std	06	Nos		

PO 67195

Remarks : for site use purpose

Prepared By	K.sravani	Approved by	SV.subbareddy
Sign.& Date	27-07-2020	Sign. & Date	

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.	10558
Modi Properties Private Limited,.	DC Date.	29-07-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	69195
	PO Date.	28-07-2020
	Req ID	58775
	Req Date	27-07-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	11833

	Description of Goods	HSN/SAC	Qty
1	4080 - Consumables - Bombay Brooms - Other - Nos	9603	100
2	4057 - Consumables - Sponges - NA - nos	3921	200
3	4000 - Consumables - Acid - NA - ltrs	2806	10
4	4009 - Consumables - Coconut Broom - other - nos	9603	20
5	4065 - Consumables - Vim bar - NA - nos	3405	6
6	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6
7	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	6
8	4001 - Consumables - Air Freshner - NA - nos	3307	6
9	4046 - Consumables - Phinyle - 1Ltr - nos	2907	4
10	4008 - Consumables - Cleaning Cloth - other - nos	6307	10
11	4040 - Consumables - Mopping Cloth - NA - nos	6307	10
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INWARD
Inward No: 3674 Dt: 29/7/20
MRN No: 81603 Dt:
Received By: Sign: Nizam
Modi Properties Pvt. Ltd. Sy.No.82/1

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 40206 Date 5/8 Sign

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.	12538
Modi Properties Private Limited,.	Invoice Date.	29-07-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	69195
	PO Date.	28-07-2020
	Req ID	58775
	Req Date	27-07-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	11833

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IGST	CGST	SGST				
			Total Taxable Amount	5,932.00		876.76
	438.38	438.38	Total Invoice Amount	6,808.76		

Rupees : Six Thousand Eight Hundred Eight and Paise Seventy Six Only.

INWARD

13674 Dt 29/7/20

SRN No 81603 Dt:

Received By: Sign: Nizam

Modi Properties Pvt. Ltd. Sy.No.82/1

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory