PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	1/8/20	Prepared by:	Sowmya
PO/WO no.	69082	PO / WO Date.	24/7/20.
Supplier Name	SSllp.	PO/WO amount	8,499
Firm/Company	Modi properties pvt ltd	Project	MPL
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12569	31/7/20.	1,841
2.			
3.			
Amount A – Bills total(Excluding Transport &Hamali Charges):			1,841

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10590	31/7/20	8164	☑ 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:	1,841
Amount E – PO / WO value:	8,499
Amount F – Difference (A – E):	-6658

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	8/8/20

Remarks: final bill received.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	1/8/20						

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/Wosupto Rs. 5,000/-, Purchase Manager upto 25,000/- and Purchase Director thereafter. 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/-

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.	12569
Modi Properties Private Limited,.	Invoice Date.	31-07-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	69082
	PO Date.	24-07-2020
	Req ID	58606
GSTIN : 36AABCM4761E1ZM	Req Date	21-07-2020
	Loc Req No	11816

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7578 - Stationery - other - Ring Binder - other - nos A3		8	195.00	1,560.00	18	280.80
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	1,560.00	280.80
	140.40	140.40	Total Invoice Amount	1,840.80	

Rupees : One Thousand Eight Hundred Fourty and Paise Eighty Only.

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 68049
Date 5/8

for Summit Sales LLP

Authorised Signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 24-07-2020 2:29:17 PM

69082
24.07.20 11:20:52

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 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	69082	11816
	Doc Date	24-07-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	24-07-2020	
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	7571 - Stationery - other - Projects folder - NA - nos *A3*	300.00	5.50	0.00	18.00	1,947.00
2	7578 - Stationery - other - Ring Binder - other - nos *A3*	20.00	195.00	0.00	18.00	4,602.00
3	7578 - Stationery - other - Ring Binder - other - nos *A4*	10.00	95.00	0.00	18.00	1,121.00
4	7507 - Stationery - other - Box file - Big - nos	20.00	37.00	0.00	12.00	828.80
				Total Order Value . . .		**8,498.80**

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

Terms and Conditions :-

Partly Bill: 12454 Dt: 24/7/20
Amt: 6658/-
3/8/20
Bal: 1841/-

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

=) Final bill received
11/8/20.

Penality 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 use purpose.

Completion Date NA

Measurment NA

Security Nil

Remarks

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

Authorised Signatory

Name : ______________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	16-07-2020
Site & Phase :	May Flower Platinum	Time:	10:58
Supplier		Req.No.	11816
Material required before date:	18-07-2020	ID No.	58606

No	Description	Size	Quantity	Units	Inward No	Date
1	DRAWING COVERS	A3	300	NOS		
2	RING BINDERS[BIG] 69082	STD	20	NOS		
3	BOX FILE	STD	20	NOS		
4	RING BINDERS[SMALL]	STD	10	NOS		
5						
6						
7						
8						
9						
10						

APPROVED
24 JUL 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks : For office staff use purpose

Prepared By	K.sravani	Approved by	SV.subbareddy
Sign.& Date	16-07-2020	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.	10590
Modi Properties Private Limited,.	DC Date.	31-07-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	69082
	PO Date.	24-07-2020
	Req ID	58606
GSTIN : 36AABCM4761E1ZM	Req Date	21-07-2020
	Loc Req No	11816

	Description of Goods	HSN/SAC	Qty
1	7578 - Stationery - other - Ring Binder - other - nos		8
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

INWARD
Inward No 13689 Dt: 31/7/20
SRN No 81642 Dt:
Received By: Sign: Nizam
Modi Properties Pvt. Ltd
Sy No.82/1

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 40234
Date 5/8
Sign.

Authorised Signatory

TAX INVOICE

TRANSIT COPY

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		
Modi Properties Private Limited,.	Invoice No.	12569
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	31-07-2020
	PO No.	69082
	PO Date.	24-07-2020
	Req ID	58606
GSTIN : 36AABCM4761E1ZM	Req Date	21-07-2020
	Loc Req No	11816

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7578 - Stationery - other - Ring Binder - other - nos A3		8	195.00	1,560.00	18	280.80
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

INWARD
No. 13689 Dt. 31/7/20
GRN No. Dt.
Received By: Sign: Nizam
Modi Properties Pvt. Ltd
Sy.No.82/1

IGST	CGST	SGST	Total Taxable Amount	1,560.00		280.80
	140.40	140.40	Total Invoice Amount		1,840.80	

Rupees : One Thousand Eight Hundred Fourty and Paise Eighty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction