PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/8/20.	Prepared by:	SOWMYA
PO/WO no.	69406.	PO / WO Date.	5/8/20.
Supplier Name	88llp.	PO/WO amount	499
Firm/Company	Modi Realty Mallapur llp.	Project	GMR.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12657	8/8/20.	300.53
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			300.53

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10671	8/8/20	81907	☑ 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:	301
Amount E – PO / WO value:	499.
Amount F – Difference (A – E):	198

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	**14.8.2020**

Remarks: Short Recd

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	10/8/20.						

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/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.	12657
Modi Reality Mallapur LLP	Invoice Date.	08-08-2020
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,	PO No.	69406
	PO Date.	05-08-2020
	Req ID	58927
	Req Date	03-08-2020
GSTIN : 36AAEFM1459R1ZP	Loc Req No	68366

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7605 - Stationery - other - Whitner Pen - NA - nos	9608	2	21.00	42.00	18	7.56
2	7563 - Stationery - other - Pencil - NA - boxes	4421	1	42.00	42.00	12	5.04
3	7560 - Stationery - other - Pen - NA - nos Blue	9608	10	5.50	55.00	12	6.60
4	7523 - Stationery - other - Eraser - NA - nos		1	1.50	1.50	18	0.28
5	7585 - Stationery - other - Sharpner - NA - nos	8214	10	3.00	30.00	12	3.60
6	7538 - Stationery - other - L - File Folders - NA - nos		5	8.40	42.00	18	7.56
7	7529 - Stationery - other - File Folders - NA - nos A3		4	5.50	22.00	0	0.00
8	7583 - Stationery - other - Scale - NA - nos Iron		3	10.00	30.00	18	5.40
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	264.50		36.04
	18.02	18.02	Total Invoice Amount	300.53		

Rupees : Three Hundred and Paise Fifty Three Only.

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 68208
Date 12/8
Sign. [illegible]

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 05-08-2020 11:58:49

69406
06.08.20 2:48:33

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details			
Summit Sales LLP	**Doc No**	69406	68366
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	05-08-2020	
	Quote No	NIL	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	05-08-2020	
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	7605 - Stationery - other - Whitner Pen - NA - nos	10.00	21.00	0.00	18.00	247.80
2	7563 - Stationery - other - Pencil - NA - boxes	1.00	42.00	0.00	12.00	47.04
3	7560 - Stationery - other - Pen - NA - nos *Blue*	10.00	5.50	0.00	12.00	61.60
4	7523 - Stationery - other - Eraser - NA - nos	1.00	1.50	0.00	18.00	1.77
5	7585 - Stationery - other - Sharpner - NA - nos	10.00	3.00	0.00	12.00	33.60
6	7538 - Stationery - other - L - File Folders - NA - nos	5.00	8.40	0.00	18.00	49.56
7	7529 - Stationery - other - File Folders - NA - nos *A3*	4.00	5.50	0.00	0.00	22.00
8	7583 - Stationery - other - Scale - NA - nos *Iron*	3.00	10.00	0.00	18.00	35.40
					Total Order Value . . .	**498.77**

Rupees : Four Hundred Ninty Eight and Paise Seventy Seven 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	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _______, Admin 9502211011
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 office purpose.
Completion Date	NA
	NA

Party A/c: 12657
A + : 301 /-
Bal : 128 /-
6/8/20

For ***Modi Reality Mallapur LLP***

Authorised Signatory

Name : 06/08/2020

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MODI REALTY MALLAPUR LLP	Date:	01.08.2020
Site & Phase :	GULMOHAR RESIDENCY	Time:	14:00
Supplier		Req. No.	68366
Material required before date:	04.08.2020	ID No.	[illegible]

No	Description	Size	Quantity	Units	Inward No	Date
1.	Whitener	Std	10	No's		
2.	pencils	Std	1	Box		
3.	Blue pens	std	10	No's		
4.	eraser	std	1	Box		
5.	Sharpener	std	10	No's		
6.	A3 file folders	Std	4	Packets		
7.	L folders	Std	5	No's		
8.	Scale(iron)	Std	3	No's		
9.						
10.						

P.O- 69406

Remarks: for site office and sales office purpose at GMR site .

Prepared By	Likhitha	Approved by	
Sign.& Date	01.08.2020	Sign. & Date	

Note:

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.	10671
Modi Reality Mallapur LLP	DC Date.	08-08-2020
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,	PO No.	69406
	PO Date.	05-08-2020
	Req ID	58927
	Req Date	03-08-2020
GSTIN : 36AAEFM1459R1ZP	Loc Req No	68366

	Description of Goods	HSN/SAC	Qty
1	7605 - Stationery - other - Whitner Pen - NA - nos	9608	2
2	7563 - Stationery - other - Pencil - NA - boxes	4421	1
3	7560 - Stationery - other - Pen - NA - nos	9608	10
4	7523 - Stationery - other - Eraser - NA - nos		1
5	7585 - Stationery - other - Sharpner - NA - nos	8214	10
6	7538 - Stationery - other - L - File Folders - NA - nos		5
7	7529 - Stationery - other - File Folders - NA - nos		4
8	7583 - Stationery - other - Scale - NA - nos		3
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INWARD
MODI REALTY MALLAPUR LLP
Ward No. 951 Dt. 8/8/20
MRN No. 81907 Dt. 8/8/20
Received By Rama Sign. 8/8/20

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 40369 Date 12/8 Sign.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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	Invoice No.	12657
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	A3						
8	7583 - Stationery - other - Scale - NA - nos		3	10.00	30.00	18	5.40
	Iron						
9							
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12							
13							
14							
15							

INWARD
MODI REALTY MALLAPUR LLP
Ward No .... Dt............
MRN No............ Dt............
Received By.............. Sign..............

IGST	CGST	SGST	Total Taxable Amount	264.50		36.04
	18.02	18.02	Total Invoice Amount	300.53		

Rupees : Three Hundred and Paise Fifty Three Only.

for Summit Sales LLP

Authorised signatory

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