PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	11/8/20.	Prepared by:	SOWMYA
PO/WO no.	69195.	PO / WO Date.	28/7/20.
Supplier Name	Sllp.	PO/WO amount	8,291
Firm/Company	Modi properties pvt Ltd.	Project	MPL
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12680.	10/8/20.	1,482
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,482

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10694	10/8/20	81959.	☑ 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:				1,482
Amount E – PO / WO value:				8,291
Amount F – Difference (A – E):				– 6809/

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: final bill received.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	11/8/20						

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

ORIGINAL INVOICE

#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.	12680
Modi Properties Private Limited,.	Invoice Date.	10-08-2020
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	4022 - Consumables - Dettol - NA - nos	3401	6	65.00	390.00	18	70.20
	Hand wash						
2	4014 - Consumables - Colin - 500ml - nos	3402	10	77.00	770.00	18	138.60
3	4046 - Consumables - Phinyle - 1Ltr - nos	2907	2	48.00	96.00	18	17.28
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IGST	CGST	SGST	Total Taxable Amount	1,256.00		226.08
	113.04	113.04	Total Invoice Amount	1,482.08		

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

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 68214 Date 12/8 Sign.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 28-07-2020 14:29:25

69195
31.07.20 12:08:30

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**	69195	11833
	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 - 82538 dt - 29/7/20.
Amt - 6,808·
Balance - 1,483/-

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***

Final Bill received

Name : ____________

Date : __/__/____

15/8/20

Requisition Form

Company Name:	Modi 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.	10694
Modi Properties Private Limited,.	DC Date.	10-08-2020
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	4022 - Consumables - Dettol - NA - nos	3401	6
2	4014 - Consumables - Colin - 500ml - nos	3402	10
3	4046 - Consumables - Phinyle - 1Ltr - nos	2907	2
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INWARD

Inward No 3790	Dt 10/8/20
MRN No: 81959	Dt:
Received By:	Sign: Nizam

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

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD.
INWARD
40390
12/8
SECBAD

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.	12680
Modi Properties Private Limited,.	Invoice Date.	10-08-2020
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	4022 - Consumables - Dettol - NA - nos	3401	6	65.00	390.00	18	70.20
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IGST	CGST	SGST	Total Taxable Amount	1,256.00		226.08
	113.04	113.04	Total Invoice Amount		1,482.08	

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

INWARD
Inward No 13790 Dt 10/8/20
MRN No: 9989 Dt:
Received By: Sign: Nizam
Modi Properties Pvt. Ltd
Sy.No.82/1

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction