

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		29/6/20.		Prepared by:		SOWMYA	
PO/WO no.		68079.		PO / WO Date.		18/6/20.	
Supplier Name		SS/Ip.		PO/WO amount		3,080.02	
Firm/Company		Modi properties pvt ltd		Project		MPL	
Sl. No.	Bill No.	Bill Date		Bill amount			
1.	11943.	26/6/20.		1,190.82			
2.							
3.							
Amount A – Bills total(Excluding Transport & Hamali Charges):						1,190.82	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	10010	26/6/20	80518	☒ 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:						1,190.82	
Amount E – PO / WO value:						3,080.02	
Amount F – Difference (A – E):						1890	
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				4.7.2020 21/8/20			
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	29/6/20						

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

1 of 1 : 26-06-2020

Customer Details				Invoice No.		11943	
Modi Properties Private Limited, Sy No. 82/1, Mallapur, Nacharam, Hyderabad GSTIN : 36AABCM4761E1ZM				Invoice Date.		26-06-2020	
				PO No.		68079	
				PO Date.		18-06-2020	
				Req ID		57725	
				Req Date		17-06-2020	
				Loc Req No		11738	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7593 - Stationery - other - Stapler - other - nos small	9608	5	195.00	975.00	18	175.50
2	7517 - Stationery - other - Colour Pencils - NA - pkts		4	9.00	36.00	12	4.32
3							
4							
5							
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10							
11							
12							
13							
14							
15							
IGST		CGST	SGST	Total Taxable Amount		1,011.00	179.82
		89.91	89.91	Total Invoice Amount		1,190.82	
Rupees : One Thousand One Hundred Ninty and Paise Eighty Two Only.							

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 2

11-07-2020 12:08:14

Original / Office Copy / Purchase Div.Copy

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 68079 11738

Doc Date 18-06-2020

Quote No Nil

Quote Date 18-06-2020

SupplyType Supply

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7594 - Stationery - other - Stapler pin - other - boxes small	5.00	6.00	0.00	18.00	35.40
2 7593 - Stationery - other - Stapler - other - nos small	5.00	195.00	0.00	18.00	1,150.50
3 7560 - Stationery - other - Pen - NA - nos Blue -25nos Black-25nos	50.00	5.50	0.00	12.00	308.00
4 7592 - Stationery - other - stamp pad - NA - nos	1.00	42.00	0.00	18.00	49.56
5 7563 - Stationery - other - Pencil - NA - boxes	2.00	42.00	0.00	12.00	94.08
6 7528 - Stationery - other - Fevistick - NA - nos	5.00	21.00	0.00	18.00	123.90
7 7544 - Stationery - other - Marker - NA - nos Blue/Red/Black each-5 boxes	15.00	16.00	0.00	12.00	268.80
8 7505 - Stationery - other - Binder Clips - other - boxes 19mm	5.00	24.00	0.00	18.00	141.60
9 7505 - Stationery - other - Binder Clips - other - boxes 32mm	5.00	40.00	0.00	18.00	236.00
10 7517 - Stationery - other - Colour Pencils - NA - pkts	4.00	9.00	0.00	12.00	40.32
11 7512 - Stationery - other - CD Marker - NA - nos	10.00	18.00	0.00	12.00	201.60
12 7523 - Stationery - other - Eraser - NA - nos	2.00	1.50	0.00	18.00	3.54
13 7585 - Stationery - other - Sharpner - NA - nos	2.00	3.00	0.00	12.00	6.72
14 7584 - Stationery - other - Scribbling Pads - other - nos	25.00	15.00	0.00	12.00	420.00
Total Order Value . . .					3,080.02

Rupees : Three Thousand Eighty and Paise Two Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms After Delivery & Production of bill

Tax Inclusive of all taxes

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : __/__/__

Purchase Order

Page(s) 2 Of 2

11-07-2020 12:08:14

Original / Office Copy / Purchase Div.Copy

Delivery Date Next Day.

Delivery Location May Flower Platinum
Sy 82/1, Mallapur, Nacharam.
Phone. 7680971999

Penalty 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 Use purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : __/__/____

Summit Sales LLP

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

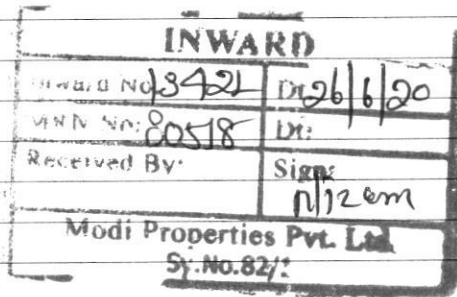
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 26-06-2020

Customer Details		DC No.	10010
Modi Properties Private Limited.		DC Date.	26-06-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad		PO No.	68079
		PO Date.	18-06-2020
		Req ID	57725
GSTIN : 36AABCM4761E1ZM		Req Date	17-06-2020
		Loc Req No	11738
	Description of Goods	HSN/SAC	Qty
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2	7517 - Stationery - other - Colour Pencils - NA - pkts		4
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Supplier / Customer / Transporter - Copy

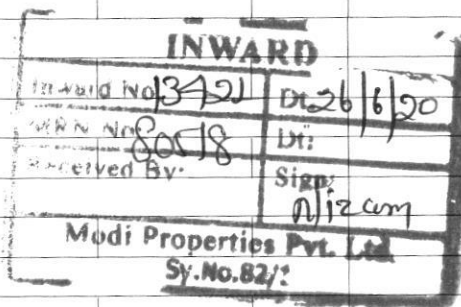
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TRANSIT COPY

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IGST	CGST	SGST	Total Taxable Amount	1,011.00		179.82	
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