PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/8/20 .	Prepared by:	SOWMYA
PO/WO no.	69620 .	PO / WO Date.	15/8/20
Supplier Name	SSllp.	PO/WO amount	457
Firm/Company	Modi properties pvt ltd.	Project	H.O
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12749	15/8/20 .	457
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			457

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10754	15/8/20	–	☑ 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:	457
Amount E – PO / WO value:	457
Amount F – Difference (A – E):	–

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	**21.8.2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	18/8/20						

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.	12749
Modi Properties Pvt. Ltd.	Invoice Date.	15-08-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	69620
	PO Date.	15-08-2020
	Req ID	58814
	Req Date	28-07-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	16363

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4020 - Consumables - Desk Tray - NA - nos		1	264.00	264.00	18	47.52
2	7667 - Stationery - other - ID Cards - NA - nos		1	123.00	123.00	18	22.14
	Card tray -10 nos set						
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	387.00	69.66
	34.83	34.83	Total Invoice Amount	456.66	

Rupees : Four Hundred Fifty Six and Paise Sixty Six Only.

for Summit Sales LLP

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 68398 Date 18/8 Sign.

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 24-08-2020 15:09:46 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	**Doc No**	69620	16363
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	15-08-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	15-08-2020	
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	4020 - Consumables - Desk Tray - NA - nos	1.00	264.00	0.00	18.00	311.52
2	7667 - Stationery - other - ID Cards - NA - nos *Card tray -10 nos set*	1.00	123.00	0.00	18.00	145.14
				Total Order Value . . .		**456.66**

Rupees : Four Hundred Fifty Six and Paise Sixty Six Only.

Terms and Conditions :-

Specification /	Amazon brand items
Payment Terms	After delivery
Tax	Included in the above prices
Delivery Date	With in day
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penality For Delay	Nil
Transportation	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the rights to reject the items if not as specified, above order is for E&D purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

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

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________ Name : ____________________ 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.	10753
Modi Properties Pvt. Ltd.	DC Date.	15-08-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	69620
	PO Date.	15-08-2020
	Req ID	58814
	Req Date	28-07-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	16363

	Description of Goods	HSN/SAC	Qty
1	4020 - Consumables - Desk Tray - NA - nos		1
2	7667 - Stationery - other - ID Cards - NA - nos		1
3			
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INWARD
Inward No: 372 Dt: 15/08/20
MRN No: Dt:
Received: Sign:
MODI PROPERTIES

T. Sanyasi

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SECUNDERABAD
INWARD
No. 40541
Date 21/8

Authorised signatory

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.	12749
Modi Properties Pvt. Ltd.	Invoice Date.	15-08-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	69620
	PO Date.	15-08-2020
	Req ID	58814
GSTIN : 36AABCM4761E1ZM	Req Date	28-07-2020
	Loc Req No	16363

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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Rupees : Four Hundred Fifty Six and Paise Sixty Six Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory