

PURCHASE DIVISION  
Advice for approval for credit to supplier

Date:		17/8/20.		Prepared by:		SOWMYA	
PO/WO no.		69595		PO / WO Date.		13/8/20	
Supplier Name		SSlp.		PO/WO amount		4,378	
Firm/Company		Voc llp		Project		Voc llp.	
Sl. No.	Bill No.	Bill Date	Bill amount				
1.	12726.	13/8/20	4,378				
2.							
3.							
4.							
Amount A – Bills total(Excluding Transport & Hamali Charges):				4,378			
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	10733	13/8/20	82090	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B –Other Credits :							
Amount C –Other Debits :							
Amount D (D=A+B-C) – Amount to be credited to the supplier:				4,378			
Amount E – PO / WO value:				4,378			
Amount F – Difference (A – E):							
Quantity received as per PO /WO			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)				
Is difference between PO / Bill acceptable?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (explained below)				
Excess / short material received			<input type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)				
Close PO / W?O			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)				
Advance paid / PDC given (deduct when paying)			<input type="checkbox"/> Yes – Rs. /- <input type="checkbox"/> 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:	<i>[Signature]</i>						
Date	17/8/20						

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 &amp; 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

**GSTIN/UNI: 36ACQFS2044C1Z7**

1 of 1 : 13-08-2020

**Customer Details**

Villa Orchids LLP

Behind Janapriya, Kowkur, Hyderabad

Invoice No.	12726
Invoice Date.	13-08-2020
PO No.	69595
PO Date.	13-08-2020
Req ID	59078
Req Date	11-08-2020
Loc Req No	63478

GSTIN : 36AANFG4817C1ZH

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	2156 - Carpentry - hardware - S.S. Screws - other - 36 x 6		5	125.00	625.00	18	112.50
2	2156 - Carpentry - hardware - S.S. Screws - other - 45 x 6		5	175.00	875.00	18	157.50
3	2156 - Carpentry - hardware - S.S. Screws - other - 50 x 6		5	220.00	1,100.00	18	198.00
4	4585 - Electrical - other - Insulation tape - NA - nos	8546	40	10.00	400.00	18	72.00
5	2099 - Carpentry - hardware - Fischer - 5mm - pkts	3926	5	142.00	710.00	18	127.80
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
	IGST	CGST	SGST	Total Taxable Amount	3,710.00		667.80
		333.90	333.90	Total Invoice Amount			4,377.80

Rupees : Four Thousand Three Hundred Seventy Seven and Paise Eighty Only.

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorized signatory

# Purchase Order

Page(s) 1 Of 1

13-08-2020 1:47:03 PM



69595

11.08.20 11:32:21

From Company : **Villa Orchids LLP**  
5-4-187/3 & 4, IIInd Floor, M.G.Road, Secunderabad - 500003  
G S T No. : 36AANFG4817C1ZH

**Supplier Details**

Summit Sales LLP  
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

**Doc No** 69595 63478

**Doc Date** 13-08-2020

**Quote No** Nil

**Quote Date** 13-08-2020

**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 2156 - Carpentry - hardware - S.S. Screws - other - pkts 36 x 6	5.00	125.00	0.00	18.00	737.50
2 2156 - Carpentry - hardware - S.S. Screws - other - pkts 45 x 6	5.00	175.00	0.00	18.00	1,032.50
3 2156 - Carpentry - hardware - S.S. Screws - other - pkts 50 x 6	5.00	220.00	0.00	18.00	1,298.00
4 4585 - Electrical - other - Insulation tape - NA - nos	40.00	10.00	0.00	18.00	472.00
5 2099 - Carpentry - hardware - Fischer - 5mm - pkts	5.00	142.00	0.00	18.00	837.80
<b>Total Order Value . . .</b>					<b>4,377.80</b>

Rupees : Four Thousand Three Hundred Seventy Seven and Paise Eighty Only.

**Terms and Conditions :-**

**Specification / Brand** As per details given in the quotation.

**Payment Terms** After Delivery & Production of bill

**Tax** GST included in above price.

**Delivery Date** Next Day.

**Delivery Location** Villas Orchids  
Behind: Janapriya, Kowkur.  
Phone. 9502232100/9502266233

**Penalty For Delay** Nil

**Transportation Cost** Transport cost shall be borne by us.

**Warranty** Nil

**Advance Paid** Nil

**Other Terms** We reserve the right items not confirming to qty & specs. above order for Site use purpose

**Completion Date** Nil

**Measurment** Nil

**Security** Nil

**Remarks** Nil

For **Villa Orchids LLP**

Authorised Signatory

Accepted the above Terms And Conditions

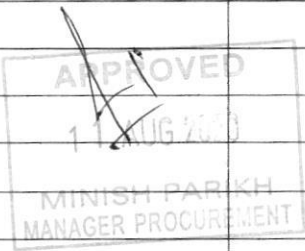
For **Summit Sales LLP**

Name : \_\_\_\_\_

Name : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_

### Requisition Form

Company Name:		VOC LLP	Date:		11-08-2020	
Site & Phase:		VOC	Time:		11.50	
Supplier:		SLLP	Req. No.		63478	
Material required before :		12-08-2020	ID No.		59078	
No	Description	Size	Quantity	Units	Inward No	Date
1	CSK Screws	36/6 mm	05	Packets		
2	CSK Screws	45/6 mm	05	Packets		
3	Csk Screws	50/60mm	05	Packets		
4	PVC INSualtion Tapes	BOX	02	Box		
5	Fisher plugs	5 mm	05	Box		
<div style="text-align: center;">  </div>						
Remarks: For Electrical work purpose						
Prepared By		A Suresh	Approved by			
Sign. & Date		11-08-2020	Sign. & 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 : 13-08-2020

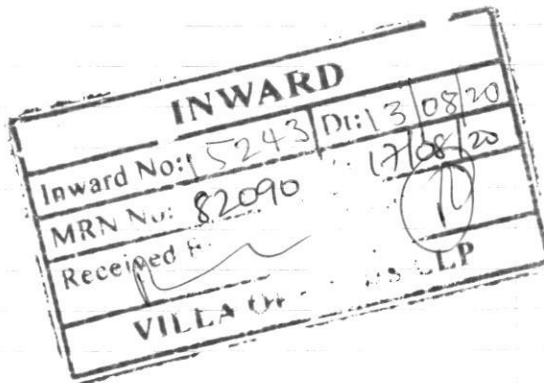
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Villa Orchids LLP  
Behind Janapriya, Kowkur, Hyderabad

DC No. 10733  
DC Date. 13-08-2020  
PO No. 69595  
PO Date. 13-08-2020  
Req ID 59078  
Req Date 11-08-2020  
Loc Req No 63478

GSTIN : 36AANFG4817C1ZH

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3	2156 - Carpentry - hardware - S.S. Screws - other - pkts		5
4	4585 - Electrical - other - Insulation tape - NA - nos	8546	40
5	2099 - Carpentry - hardware - Fischer - 5mm - pkts	3926	5
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for Summit Sales LLP

*[Signature]*  
Authorised signatory

Subject to Hyderabad Jurisdiction



**Summit Sales LLP****TRANSIT COPY**

#5-4-18/3 &amp; 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

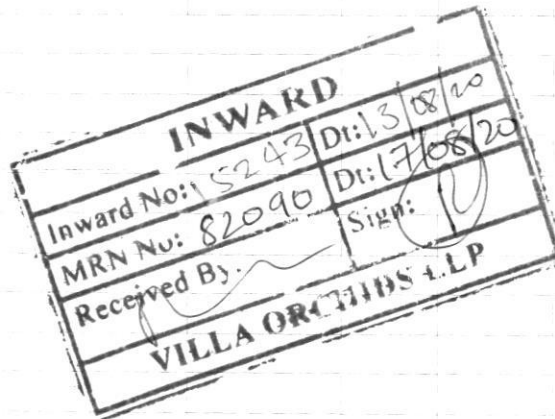
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