

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		11/8/20		Prepared by:		SOWMYA	
PO/WO no.		68850		PO / WO Date.		15/7/20.	
Supplier Name		ssllp.		PO/WO amount		4,009	
Firm/Company		Modi properties pvt ltd		Project		H-0	
Sl. No.	Bill No.	Bill Date	Bill amount				
1.	12675	10/8/20	236				
2.							
3.							
4.							
Amount A – Bills total(Excluding Transport & Hamali Charges):			236				
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	10689	10/8/20		<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:			236.				
Amount E – PO / WO value:			4,009 .				
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 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			14.8.2020				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	<i>Sowmya</i>						
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/-

Summit Sales LLP ORIGINAL INVOICE

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

Email: purchase@modiproperties.com

1 of 1 : 10-08-2020

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details				Invoice No.	12675		
Modi Properties Pvt. Ltd.				Invoice Date.	10-08-2020		
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD				PO No.	68850		
GSTIN : 36AABCM4761E1ZM				PO Date.	15-07-2020		
				Req ID	58445		
				Req Date	13-07-2020		
				Loc Req No	16340		
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	9570 - Tools - Spade with handle - NA - nos	7301	2	100.00	200.00	18	36.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				200.00		36.00	
CGST							
SGST							
Total Taxable Amount							
Total Invoice Amount				236.00			

Rupees : Two Hundred Thirty Six Only.

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

[Handwritten Signature]

Purchase Order

Page(s) 1 Of 2

15-07-2020 10:35:54 AM



68850

15.07.20 12:16:57

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	68850	16340
Doc Date	15-07-2020	
Quote No	Nil	
Quote Date	15-07-2020	
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 9570 - Tools - Spade with handle - NA - nos	4.00	100.00	0.00	18.00	472.00
2 2148 - Carpentry - hardware - Plastic gampa - other - nos	6.00	140.00	0.00	18.00	991.20
3 4057 - Consumables - Sponges - NA - nos	36.00	8.30	0.00	18.00	352.58
4 2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	2.00	115.00	0.00	18.00	271.40
5 2115 - Carpentry - hardware - Measuring tape - 30mtrs - nos	1.00	400.00	0.00	18.00	472.00
6 2119 - Carpentry - hardware - Measuring tape - other - nos 100 mtrs	1.00	1,060.00	0.00	18.00	1,250.80
7 4080 - Consumables - Bombay Brooms - Other - Nos	24.00	8.30	0.00	0.00	199.20
Total Order Value . . .					4,009.18

Rupees : Four Thousand Nine and Paise Eighteen Only.

Terms and Conditions :-

Specification / Brand As per details given in the quotation.**Payment Terms** After Delivery & Production of bill**Tax** Inclusive of all taxes**Delivery Date** Next Day.**Delivery Location** Head Office
5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003
Phone. 040-66335551**Penalty For Delay** Nil**Transportation Cost** 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.Payment as per actual receipt of material. Above order for Head office use purpose.**Completion Date** Nil**Measurement** NilFor **Modi Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**Name : 

Name : _____

Date : ___/___/___

*Part received**Dr Bill no 12335 Amount Rs 3,773/-**Balance has to be received by 236/-**21/7/2020*

Requisition Form

Company Name:		MPPL	Date:		13-07-2020	
Site & Phase :		HEAD OFFICE	Time:		09.21 AM	
Supplier			Req. No.		16340	
Material required before date:			Urgent	ID No.		58445
No	Description	Size	Quantity	Units	Inward No	Date
1	SPADES WITH HANDLE	STD	04	NOS		
2	GUMPAS	STD	06	NOS		
3	SPONGES	STD	03	DOZENS		
4	MEASURING TAPES WITH SPIRIT LEVEL	5.0 M	04	NOS		
5	MEASURING TAPE (FIBRE)	300M	01	NO		
6	MEASURING TAPES 68850	100MTS	01	NO		
7	BROOMS SMALL	STD	2	DOZENS		
9						
10						
Remarks : FOR HEAD OFFICE CIVIL WORK PURPOSE						
Prepared By		T.SURYANARAYANA	Approved by			
Sign.& Date		13-07-2020	Sign. & Date			

Note: On receipt of material at site write inward number and date in last 2 columns.

Summit Sales LLP

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

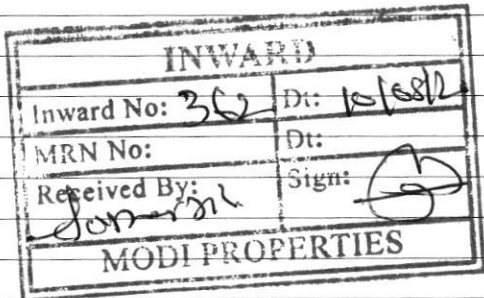
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 10-08-2020

Customer Details		DC No.	10689
Modi Properties Pvt. Ltd.		DC Date.	10-08-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD		PO No.	68850
		PO Date.	15-07-2020
		Req ID	58445
GSTIN : 36AABCM4761E1ZM		Req Date	13-07-2020
		Loc Req No	16340
Description of Goods		HSN/SAC	Qty
1	9570 - Tools - Spade with handle - NA - nos	7301	2
2			
3			
4			
5			
6			
7			
8			
9			
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for Summit Sales LLP

Authorized signatory



Subject to Hyderabad Jurisdiction

Summit Sales LLP

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

Email: purchase@modiproperties.com

TRANSIT COPY

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 10-08-2020

Customer Details				Invoice No.	12675		
Modi Properties Pvt. Ltd.				Invoice Date.	10-08-2020		
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD				PO No.	68850		
GSTIN : 36AABCM4761E1ZM				PO Date.	15-07-2020		
				Req ID	58445		
				Req Date	13-07-2020		
				Loc Req No	16340		
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	9570 - Tools - Spade with handle - NA - nos	7301	2	100.00	200.00	18	36.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
	IGST	CGST	SGST	Total Taxable Amount	200.00		36.00
		18.00	18.00	Total Invoice Amount		236.00	

Rupees : Two Hundred Thirty Six Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction