

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 28/8/20.		Prepared by: SOWMYA	
PO/WO no. 69813.		PO / WO Date. 25/8/20	
Supplier Name 28/11p.		PO/WO amount 2,123.	
Firm/Company Aedi's Developers		Project MGA	
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12895	27/8/20.	2,123
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,123
Sl. No.	DC No	DC. Date	MRN No. DC matches MRN
1.	10883	27/8/20	82358 ☒ 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:			2,123
Amount E – PO / WO value:			2,123
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		5.9.2020	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya		
Date	28/8/20.		

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

1 of 1 : 27-08-2020

Customer Details				Invoice No.		12895	
Aedis Developers LLP Morning Glory Apartment, Genome Valley, Hyderabad GSTIN : 36ABPFA0002Q1ZD				Invoice Date.		27-08-2020	
				PO No.		69813	
				PO Date.		25-08-2020	
				Req ID		59299	
				Req Date		24-08-2020	
				Loc Req No		100232	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7571 - Stationery - other - Projects folder - NA - nos A3		50	5.50	275.00	18	49.50
2	7555 - Stationery - other - Paper - A4 - bundles	4810	5	230.00	1,150.00	12	138.00
3	4001 - Consumables - Air Freshner - NA - nos Room Freshner	3307	4	82.00	328.00	18	59.04
4	7560 - Stationery - other - Pen - NA - nos Blue	9608	20	5.50	110.00	12	13.20
5							
6							
7							
8							
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10							
11							
12							
13							
14							
15							
IGST		CGST	SGST	Total Taxable Amount		1,863.00	259.74
		129.87	129.87	Total Invoice Amount		2,122.74	
Rupees : Two Thousand One Hundred Twenty Two and Paise Seventy Four Only.							

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

25-08-2020 16:34:20



69813

26.08.20 1:23:34

From Company : **Aedis Developers LLP**
5-4-187/3&4, II Floor, M G Road, Secunderabad-500003
G S T No. : 36ABPFA0002Q1ZD

Supplier Details			
Summit Sales LLP 5-4-187/3&4, II nd floor, Soham Mansion, MG Road, Secunderabad GSTIN 36ACQFS2044C1Z7 040-66335551 9618244433	Doc No	69813	100232
	Doc Date	25-08-2020	
	Quote No	Nil	
	Quote Date	25-08-2020	
	SupplyType	Supply	

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7571 - Stationery - other - Projects folder - NA - nos A3	50.00	5.50	0.00	18.00	324.50
2 7555 - Stationery - other - Paper - A4 - bundles	5.00	230.00	0.00	12.00	1,288.00
3 4001 - Consumables - Air Freshner - NA - nos Room Freshner	4.00	82.00	0.00	18.00	387.04
4 7560 - Stationery - other - Pen - NA - nos Blue	20.00	5.50	0.00	12.00	123.20
Total Order Value . . .					2,122.74

Rupees : Two Thousand One Hundred Twenty Two and Paise Seventy Four Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms After Delivery & Production of bill

Tax All taxes included in above price.

Delivery Date Next Working Day.

Delivery Location Morning Glory Apartments
Genomevalley, Hyderabad
Phone. 040-66335551

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 NA

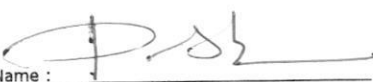
Measurment NA

Security Nil

Remarks

For **Aedis Developers LLP**

Authorised Signatory

Name : 

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		Aedis Developers LLP		Date:		21.08.2020	
Site & Phase :		MGA		Time:		03:00 PM	
Supplier				Req. No.		100232	
Material required before date:		24.08.2020		ID No.		59299	

No	Description	Size	Quantity	Units	Inward No	Date
1	Sheet protector	A3	5	No's		
2	A4 size papers		05	No's		
3	Room sprays(Orange)		4	NO's		
4	Blue pens		20	No's		
5						
6						
7						
8						
9						
10						

69813

APPROVED

24 AUG 2020

MINISH PARIKH

MANAGER PROCUREMENT

Remarks: For site office purpose

Prepared By	Pushpalatha	Approved by	T. Madhu
Sign. & Date	21.08.2020	Sign. & Date	21.08.2020

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

Summit Sales LLP

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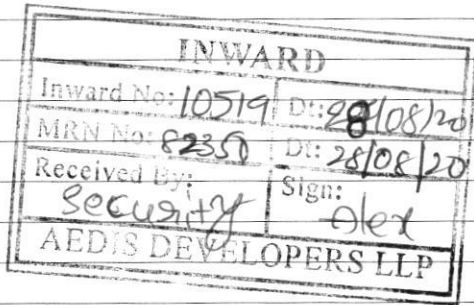
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

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Morning Glory Apartment, Genome Valley, Hyderabad		PO No.	69813
		PO Date.	25-08-2020
		Req ID	59299
		Req Date	24-08-2020
GSTIN : 36ABPFA0002Q1ZD		Loc Req No	100232
	Description of Goods	HSN/SAC	Qty
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2	7555 - Stationery - other - Paper - A4 - bundles	4810	5
3	4001 - Consumables - Air Freshner - NA - nos	3307	4
4	7560 - Stationery - other - Pen - NA - nos	9608	20
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