PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	27/8/20.	Prepared by:	SOWMYA
PO/WO no.	69372	PO / WO Date.	3/8/20
Supplier Name	SS/lp.	PO/WO amount	5,256
Firm/Company	Modi realty Mallapur llp.	Project	GMR.

Sl. No.	Bill No.	Bill Date	Bill amount
1.	12871	26/8/20.	1,150
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,150

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10863	26/8/20	82321	☑ 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:	1,150
Amount E – PO / WO value:	5,256
Amount F – Difference (A – E):	-4106/-

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	**29.8.2020**

Remarks: Part bill received.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	27/8/20.						

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 & 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.	12871
Modi Reality Mallapur LLP	Invoice Date.	26-08-2020
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,	PO No.	69372
	PO Date.	03-08-2020
	Req ID	58928
GSTIN : 36AAEFM1459R1ZP	Req Date	03-08-2020
	Loc Req No	68365

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4066 - Consumables - Water bottle - NA - nos		5	195.00	975.00	18	175.50
	20 ltrs						
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
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13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	975.00		175.50
	87.75	87.75	Total Invoice Amount	1,150.50		

Rupees : One Thousand One Hundred Fifty and Paise Fifty Only.

MODI PROPERTIES SECUNDERABAD 68629 27/8

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 04-08-2020 14:03:34

69372
31.07.20 12:25:05

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

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**	69372	68365
	Doc Date	03-08-2020	
	Quote No	Nil	
	Quote Date	03-08-2020	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4000 - Consumables - Acid - NA - ltrs	15.00	16.00	0.00	18.00	283.20
2	4041 - Consumables - Mopping stick - NA - nos	4.00	125.00	0.00	18.00	590.00
3	4022 - Consumables - Dettol - NA - nos *Hand wash*	5.00	65.00	0.00	18.00	383.50
4	4071 - Consumables - Wiper - Other - nos	4.00	87.00	0.00	18.00	410.64
5	4003 - Consumables - Bombay Broom - Big - nos	5.00	56.00	0.00	0.00	280.00
6	4040 - Consumables - Mopping Cloth - NA - nos	10.00	16.00	0.00	5.00	168.00
7	4008 - Consumables - Cleaning Cloth - other - nos	10.00	16.00	0.00	5.00	168.00
8	4112 - Consumables - Sanitizer - 500 ml - Nos	3.00	200.00	0.00	12.00	672.00
9	4066 - Consumables - Water bottle - NA - nos *20 ltrs*	10.00	195.00	0.00	18.00	2,301.00
					Total Order Value . . .	**5,256.34**

Rupees : Five Thousand Two Hundred Fifty Six and Paise Thirty Four Only.

Terms and Conditions :-

Specification / Brand	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	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _____, Admin 9502211011
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil

For ***Modi Reality Mallapur LLP***

Authorised Signatory

Name : 04/08/2020

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : _____

Date : __/__/____

1) Partly bill : 12608 dt: 4/8/20
11/8/20 Amt : 2402
Bal : 2854 /-

2) Part bill received 553/- and Bal. bill of Rs. 2301/- to be received.
15/8/20.

3) Part bill received for Rs. 1150/- and Bal. bill of Rs. 1150/- to be received.
23/9/20.

Requisition Form

Company Name:	MODI REALTY MALLAPUR LLP	Date:	01.08.2020
Site & Phase :	GULMOHAR RESIDENCY	Time:	13:30
Supplier		Req. No.	68365
Material required before date:	04.08.2020	ID No.	58928

No	Description	Size	Quantity	Units	Inward No	Date
1.	Dettol hand wash	Std	05 ✓	No's		
2.	Acid bottles	std	15 ✓	No's		
3.	Mopping sticks 69372	Std	4 ✓	No's		
4.	Whipping sticks	Std	4 ✓	No's		
5.	Bombay broom	Big	5 ✓	No's		
7.	White cloths	Std	10 ✓	No's		
8	Yellow cloths	Std	10 ✓	No's		
9	Sanitizers	Std	3	No's		
10	Water can (drinking)	20 Lts	10	No's		
11						
12						

Remarks: For SITE OFFICE CLEANING WORK PURPOSE

APPROVED
03 AUG 2020
MINESH PARIKH
MANAGER PROCUREMENT

Prepared By	RAM PRASAD	Approved by	
Sign.& Date	01.08.2020	Sign. & Date	

Note:

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.	10863
Modi Reality Mallapur LLP	DC Date.	26-08-2020
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,	PO No.	69372
	PO Date.	03-08-2020
	Req ID	58928
GSTIN : 36AAEFM1459R1ZP	Req Date	03-08-2020
	Loc Req No	68365

	Description of Goods	HSN/SAC	Qty
1	4066 - Consumables - Water bottle - NA - nos		5
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INWARD
MODI REALTY MALLAPUR LLP
Ward No 974 Dt. 26/8/20
MRN No. 82321 Dt. 26/8/2020
Received By. Rowan Sign. 26/8/20

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. INWARD 40804 Date 1/9 Sec. COR. SEC'BAD

TAX INVOICE

Summit Sales LLP

TRANSIT COPY

#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.	12871
Modi Reality Mallapur LLP	Invoice Date.	26-08-2020
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,	PO No.	69372
	PO Date.	03-08-2020
	Req ID	58928
GSTIN : 36AAEFM1459R1ZP	Req Date	03-08-2020
	Loc Req No	68365

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4066 - Consumables - Water bottle - NA - nos 20 ltrs		5	195.00	975.00	18	175.50
2							
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INWARD
MODI REALTY MALLAPUR LLP
Ward No 974 Dt. 26/8/20
MRN No... ..... Dt.....
Received By Rama Sign. 26/8/20

IGST	CGST	SGST	Total Taxable Amount	975.00		175.50
	87.75	87.75	Total Invoice Amount	1,150.50		

Rupees : One Thousand One Hundred Fifty and Paise Fifty Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory