PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	1/9/20.	Prepared by:	SOWMYA
PO/WO no.	69949	PO / WO Date.	29/8/20.
Supplier Name	Ssllp.	PO/WO amount	3,540
Firm/Company	Modi properties pvt ltd	Project	H.O
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12948	31/8/20	3,540
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,540

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10927	31/8/20		☑ 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:	3,540
Amount E – PO / WO value:	3,540
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	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]					
Date	1/9/20.	8/9					

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		
Modi Properties Pvt. Ltd.	Invoice No.	12948
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	Invoice Date.	31-08-2020
	PO No.	69949
	PO Date.	29-08-2020
	Req ID	59438
	Req Date	29-08-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	16448

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4814 - Electrical - wires - Cu multistand wires yellow		4	642.00	2,568.00	18	462.24
2	4790 - Electrical - other - Modular socket - 15 A - nos	8536	3	89.00	267.00	18	48.06
3	4794 - Electrical - other - Modular switch - 16 A - nos	8536	3	55.00	165.00	18	29.70
4							
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IGST	CGST	SGST				
			Total Taxable Amount	3,000.00		540.00
	270.00	270.00	Total Invoice Amount	3,540.00		

Rupees : Three Thousand Five Hundred Thirty Nine and Paise Only.

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. INWARD 68901 1/9 SEC'BAD

for Summit Sales LLP

Authorised signatory

Purchase Order

 29-08-2020 2:59:42 PM

69949
27.08.20 2:29:37

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**	69949	16448
	Doc Date	29-08-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	29-08-2020	
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	4814 - Electrical - wires - Cu multistand wires yellow - 1 18 or 1 sq mm - Bundle	4.00	642.00	0.00	18.00	3,030.24
2	4790 - Electrical - other - Modular socket - 15 A - nos	3.00	89.00	0.00	18.00	315.06
3	4794 - Electrical - other - Modular switch - 16 A - nos	3.00	55.00	0.00	18.00	194.70
					Total Order Value . . .	**3,540.00**

Rupees : Three Thousand Five Hundred Thirty Nine and Paise 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	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nl
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. above order for2nd floor renovation purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

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

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	29-08-2020
Site & Phase :	HEAD OFFICE	Time:	10.30 AM
Supplier		Req. No.	16448
Material required before date:	Urgent	ID No.	59438

No	Description	Size	Quantity	Units	Inward No	Date
1	MULTI STANDRADED WIRE – YELLOW	1/18	04	BUNDLE S		
2	WIPRO ELECTRICAL SOCKETS	15 AMPS	03	NOS		
3	WIPRO ELECTRICAL SWITCHES	15 AMPS	03	NOS		
4	MODEL PLATE	3 - WAY	02	NOS		
5	60949					
6						
7						
8						
9						
10						

Remarks : FOR II FLOO NORTH WEST WING PURPOSE

NOTE – PURCHASE BALANCE 1/18 GREEN TO BE SENT

Prepared By	T.SURYANARAYANA	Approved by	
Sign.& Date	29 - 08-2020	Sign. & Date	

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

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		
Modi Properties Pvt. Ltd.	DC No.	10927
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	DC Date.	31-08-2020
	PO No.	69949
	PO Date.	29-08-2020
	Req ID	59438
GSTIN : 36AABCM4761E1ZM	Req Date	29-08-2020
	Loc Req No	16448

	Description of Goods	HSN/SAC	Qty
1	4814 - Electrical - wires - Cu multistand wires yellow - 1 18 or 1 sq mm - Bundle		4
2	4790 - Electrical - other - Modular socket - 15 A - nos	8536	3
3	4794 - Electrical - other - Modular switch - 16 A - nos	8536	3
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INWARD
Inward No: 434 Dt: 31/08/2
MRN No: Dt:
Received By: Samarjit Sign:
MODI PROPERTIES

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 40837
Date. 3/9
Sign.

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory

TAX INVOICE

TRANSIT COPY

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.	12948
Modi Properties Pvt. Ltd.	Invoice Date.	31-08-2020
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IGST	CGST	SGST				
			Total Taxable Amount	3,000.00		540.00
	270.00	270.00	Total Invoice Amount	3,540.00		

Rupees : Three Thousand Five Hundred Thirty Nine and Paise Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory