PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	9/9/20.	Prepared by:	SOWMYA
PO/WO no.	70200	PO / WO Date.	7/9/20
Supplier Name	SSllp.	PO/WO amount	1,516
Firm/Company	Modi properties pvt ltd	Project	H.O
Sl. No.	Bill No.	Bill Date	Bill amount
1.	13096	8/9/20	732
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			732

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11064	8/9/20		☑ 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:	732
Amount E – PO / WO value:	1,516.
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	**12.9.2020**

Remarks:_

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]	APPROVED 14 SEP 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	9/9/20.	14/9					

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.	13096
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	Invoice Date.	08-09-2020
	PO No.	70200
	PO Date.	07-09-2020
	Req ID	59653
GSTIN : 36AABCM4761E1ZM	Req Date	07-09-2020
	Loc Req No	16463

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4566 - Electrical - other - Fan Rod - Others - nos		8	55.00	440.00	18	79.20
2	2042 - Carpentry - hardware - Anchor Bolt (Hook		6	30.00	180.00	18	32.40
3							
4							
5							
6							
7							
8							
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13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	620.00		111.60
	55.80	55.80	Total Invoice Amount	731.60		

Rupees : Seven Hundred Thirty One and Paise Sixty Only.

for Summit Sales LLP

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 6919 0 Date 10/9 Sign

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 07-09-2020 4:31:51 PM

70200
03.09.20 11:50:24

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**	70200	16463
	Doc Date	07-09-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	07-09-2020	
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	7145 - Plumbing - other - Manhole sq. covers - - other - nos *18" x 18"*	1.00	550.00	0.00	18.00	649.00
2	7160 - Plumbing - other - RCC gully trap cover - 12 In x9 In x1 In - nos	1.00	115.00	0.00	18.00	135.70
3	4566 - Electrical - other - Fan Rod - Others - nos	8.00	55.00	0.00	18.00	519.20
4	2036 - Carpentry - hardware - Anchor Bolt (Bolt type) - 10mm - nos	6.00	10.00	0.00	18.00	70.80
					Total Order Value . . .	**1,374.70**

Rupees : One Thousand Three Hundred Seventy Four and Paise Seventy 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
Penality 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. Above order or Ho use purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

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:	07-09-2020
Site & Phase :	HEAD OFFICE	Time:	9.30 AM
Supplier		Req. No.	16463
Material required before date:	Urgent	ID No.	59653

No	Description	Size	Quantity	Units	Inward No	Date
1	MAN HOLE SQUARE COVER WITH FRAME	18" X 18"	01	NO		
2	MAN HOLE SQUARE COVER WITH FRAME	12 " X 12 "	01	NO		
3	FAN RODS 20200	12"	08	NOS		
4	Anchor bolts with	10mm	06	nos		
5						
6						
7						
8						
9						
10						

Remarks : FOR EARTHING & NEUTRAL MANHOLE COVER PURPOSE

Prepared By	T.SURYANARAYANA	Approved by	
Sign.& Date	07 - 09-2020	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	DC No.	11064
Modi Properties Pvt. Ltd.	DC Date.	08-09-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	70200
	PO Date.	07-09-2020
	Req ID	59653
	Req Date	07-09-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	16463

	Description of Goods	HSN/SAC	Qty
1	4566 - Electrical - other - Fan Rod - Others - nos		8
2	2042 - Carpentry - hardware - Anchor Bolt (Hook type) - 12mm - nos		6
3			
4			
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INWARD
Inward No: 474 Dt: 08/09/20
MRN No: Dt:
Received By: Sign:
MODI PROPERTIES

MODI PROPERTIES PVT. LTD. INWARD No. 40973 Date 10/9 SEC'BAD

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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.	13096
Modi Properties Pvt. Ltd.	Invoice Date.	08-09-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	70200
	PO Date.	07-09-2020
	Req ID	59653
	Req Date	07-09-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	16463

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4566 - Electrical - other - Fan Rod - Others - nos		8	55.00	440.00	18	79.20
2	2042 - Carpentry - hardware - Anchor Bolt (Hook		6	30.00	180.00	18	32.40
3							
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15							

IGST	CGST	SGST	Total Taxable Amount	620.00		111.60
	55.80	55.80	Total Invoice Amount	731.60		

Rupees : Seven Hundred Thirty One and Paise Sixty Only.

for Summit Sales LLP

Authorised signatory

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