PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	9/9/20.	Prepared by:	SOWMYA
PO/WO no.	69689	PO / WO Date.	19/8/20
Supplier Name	SSRp.	PO/WO amount	4,103.
Firm/Company	Vista homes.	Project	Vista homes.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	13081	8/9/20.	4,103
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			4,103

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11056	8/9/20	82791	☑ 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:	4,103
Amount E – PO / WO value:	4,103
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						
Date	9/9/20						

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

ORIGINAL 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

Customer Details		
Vista Homes	Invoice No.	13081
Kapra, Opp to MRR School, Ecil	Invoice Date.	08-09-2020
	PO No.	69689
	PO Date.	19-08-2020
SY.no.193	Req ID	59209
GSTIN : 36AAGFV2068P1ZJ	Req Date	19-08-2020
	Loc Req No	99780

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	12	230.00	2,760.00	12	331.20
2	7560 - Stationery - other - Pen - NA - nos	9608	24	3.50	84.00	12	10.08
3	7560 - Stationery - other - Pen - NA - nos	9608	24	5.50	132.00	12	15.84
	Cello						
4	7560 - Stationery - other - Pen - NA - nos	9608	10	5.50	55.00	12	6.60
	Red						
5	7583 - Stationery - other - Scale - NA - nos		4	10.00	40.00	18	7.20
	Steel						
6	7544 - Stationery - other - Marker - NA - nos	9608	15	16.00	240.00	12	28.80
7	7512 - Stationery - other - CD Marker - NA - nos	9608	5	18.00	90.00	12	10.80
8	7513 - Stationery - other - Cello Tape - 1 In - nos		5	13.00	65.00	12	7.80
9	7593 - Stationery - other - Stapler - other - nos	9608	5	37.00	185.00	18	33.30
	Small						
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	3,651.00		451.62
	225.81	225.81	Total Invoice Amount	4,102.62		

Rupees : Four Thousand One Hundred Two and Paise Sixty Two Only.

for Summit Sales LLP

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 6915 Date 10/9 Sign.

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 19-08-2020 14:32:12

69689
14.08.20 11:47:16

From Company : **Vista Homes**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAGFV2068P1ZJ

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	69689	99780
	Doc Date	19-08-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	19-08-2020	
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	7555 - Stationery - other - Paper - A4 - bundles	12.00	230.00	0.00	12.00	3,091.20
2	7560 - Stationery - other - Pen - NA - nos	24.00	3.50	0.00	12.00	94.08
3	7560 - Stationery - other - Pen - NA - nos *Cello*	24.00	5.50	0.00	12.00	147.84
4	7560 - Stationery - other - Pen - NA - nos *Red*	10.00	5.50	0.00	12.00	61.60
5	7583 - Stationery - other - Scale - NA - nos *Steel*	4.00	10.00	0.00	18.00	47.20
6	7544 - Stationery - other - Marker - NA - nos	15.00	16.00	0.00	12.00	268.80
7	7512 - Stationery - other - CD Marker - NA - nos	5.00	18.00	0.00	12.00	100.80
8	7513 - Stationery - other - Cello Tape - 1 In - nos	5.00	13.00	0.00	12.00	72.80
9	7593 - Stationery - other - Stapler - other - nos *Small*	5.00	37.00	0.00	18.00	218.30
					Total Order Value . . .	**4,102.62**

Rupees : Four Thousand One Hundred Two and Paise Sixty Two 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	Vista Homes Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school Phone. Contact: 8790166611
Penality 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 purpose.

For ***Vista Homes***

Authorised Signatory

19/08/2020

Name : ____________

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Vista Homes	Date:	18.08.2020
Site & Phase :	Vista Homes	Time:	12:16
Supplier:	-	Req. No.	99780
Material required before date:	20.08.2020	ID No.	59209

No	Description	Size	Quantity	Units	Inward No	Date
1	Paper Bundles	A4	12	Bundles		
2	Blue pens (oridenary)		24	No's		
3	Blue pens (cello)		24	No's		
4	Red pens		10	No's		
5	Steel Scale		04	No's		
6	Markers		15	No's		
7	CD Markers		05	No's		
8	Cello Tapes		05	No's		
9	Staplers	small	05	No's		
10						

P.O. 69689

Remarks: For Site works purpose.

Prepared By	T.Madhu	Approved by	
Sign.& Date	18.08.2020	Sign. & Date	

APPROVED
19 AUG 2020
MINISH PARIKH
MANAGER PROCUREMENT

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.	11056
Vista Homes	DC Date.	08-09-2020
Kapra, Opp to MRR School, Ecil	PO No.	69689
	PO Date.	19-08-2020
SY.no.193	Req ID	59209
GSTIN : 36AAGFV2068P1ZJ	Req Date	19-08-2020
	Loc Req No	99780

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	12
2	7560 - Stationery - other - Pen - NA - nos	9608	24
3	7560 - Stationery - other - Pen - NA - nos	9608	24
4	7560 - Stationery - other - Pen - NA - nos	9608	10
5	7583 - Stationery - other - Scale - NA - nos		4
6	7544 - Stationery - other - Marker - NA - nos	9608	15
7	7512 - Stationery - other - CD Marker - NA - nos	9608	5
8	7513 - Stationery - other - Cello Tape - 1 In - nos		5
9	7593 - Stationery - other - Stapler - other - nos	9608	5
10			
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Subject to Hyderabad Jurisdiction

INWARD
Inward No: 25132 Dt: 08/9/20
MRN No: 82791 Dt:
Received By: Sign:
Vista Homes

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 41009
Date 12/9

for Summit Sales LLP

Authorised signatory

TAX INVOICE

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

Customer Details	Invoice No.	13081
Vista Homes	Invoice Date.	08-09-2020
Kapra, Opp to MRR School, Ecil	PO No.	69689
	PO Date.	19-08-2020
SY.no.193	Req ID	59209
GSTIN : 36AAGFV2068P1ZJ	Req Date	19-08-2020
	Loc Req No	99780

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IGST	CGST	SGST				
			Total Taxable Amount	3,651.00		451.62
	225.81	225.81	Total Invoice Amount	4,102.62		

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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction