

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		22/9/20.		Prepared by:		SOWMYA	
PO/WO no.		70194		PO / WO Date.		7/9/20	
Supplier Name		sslp.		PO/WO amount		3,761	
Firm/Company		voclp		Project		voclp	
Sl. No.	Bill No.	13302		Bill Date	19/9/20		Bill amount
1.							3,761
2.							/
3.							/
4.							/
Amount A – Bills total(Excluding Transport & Hamali Charges):							3,761
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	11248	19/9/20	82181	☒ 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:							3,761
Amount E – PO / WO value:							3,761
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			26.9.2020				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>			
Date	22/9/20	28/9/20	28/9/20	28/9/20			

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/-

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

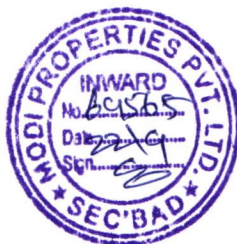
GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 19-09-2020

Customer Details				Invoice No.		13302	
Villa Orchids LLP Behind Janapriya, Kowkur, Hyderabad GSTIN : 36AANFG4817C1ZH				Invoice Date.		19-09-2020	
				PO No.		70194	
				PO Date.		07-09-2020	
				Req ID		59656	
				Req Date		07-09-2020	
				Loc Req No		63512	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4057 - Consumables - Sponges - NA - nos	3921	36	8.30	298.80	18	53.78
2	4080 - Consumables - Bombay Brooms - Other - Nos	9603	12	8.30	99.60	0	0.00
3	4003 - Consumables - Bombay Broom - Big - nos	9603	24	56.00	1,344.00	0	0.00
4	4009 - Consumables - Coconut Broom - other - nos	9603	24	16.00	384.00	0	0.00
5	4000 - Consumables - Acid - NA - ltrs	2806	12	20.00	240.00	18	43.20
6	4041 - Consumables - Mopping stick - NA - nos	9603	5	125.00	625.00	18	112.50
7	4071 - Consumables - Wiper - Other - nos	9603	5	95.00	475.00	18	85.50
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IGST		CGST	SGST	Total Taxable Amount		3,466.40	294.98
		147.49	147.49	Total Invoice Amount		3,761.38	
Rupees : Three Thousand Seven Hundred Sixty One and Paise Thirty Eight Only.							

for Summit Sales LLP

Subject to Hyderabad Jurisdiction



Authorised signatory

Purchase Order

Page(s) 1 Of 2

07-09-2020 4:31:51 PM



70194

03.09.20 11:50:24

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

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 70194 63512**Doc Date** 07-09-2020**Quote No** Nil**Quote Date** 07-09-2020**SupplyType** Supply**Kind Attn : Hamendra,Prabhakar**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4057 - Consumables - Sponges - NA - nos	36.00	8.30	0.00	18.00	352.58
2 4080 - Consumables - Bombay Brooms - Other - Nos	12.00	8.30	0.00	0.00	99.60
3 4003 - Consumables - Bombay Broom - Big - nos	24.00	56.00	0.00	0.00	1,344.00
4 4009 - Consumables - Coconut Broom - other - nos	24.00	16.00	0.00	0.00	384.00
5 4000 - Consumables - Acid - NA - ltrs	12.00	20.00	0.00	18.00	283.20
6 4041 - Consumables - Mopping stick - NA - nos	5.00	125.00	0.00	18.00	737.50
7 4071 - Consumables - Wiper - Other - nos	5.00	95.00	0.00	18.00	560.50
Total Order Value . . .					3,761.38

Rupees : Three Thousand Seven Hundred Sixty One and Paise Thirty Eight 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** Villas Orchids
Behind: Janapriya, Kowkur.
Phone. 9502232100/9502266233**Penalty 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 for site use purpose.**Completion Date** NA**Measurment** NA**Security** NilFor **Villa Orchids LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name :

Name : _____

Date : __/__/__

Requisition Form

Company Name:		VOC LLP		Date:		05.09.2020	
Site & Phase:		VOC		Time:		16:08	
Supplier:		SSLLP		Req. No.		63512	
Material required before :		07.09.2020		ID No.		59656	

No	Description	Size	Quantity	Units	Inward No	Date
1	Sponges	Std	3	Dozens		
2	Bombay brooms (Small)	Small	1	Dozens		
3	Bombay brooms (Big)	Big	2	Dozens		
4	Coconut brooms	Std	02	Dozens		
5	Acid	01 Litters	12	No.s		
6	Mopping sticks	Std	05	No.s		
7	Wipers	Std	05	Nos		
8						

Remarks: For Villas Cleaning Purpose

Prepared by	K.SNEHA	Approved by	A.Suresh
Sign.& Date	05.09.2020	Sign& Date	05.09.2020

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

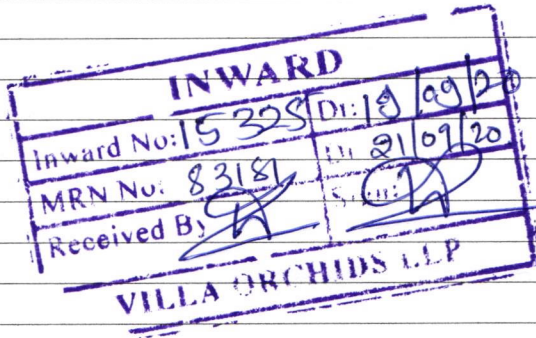
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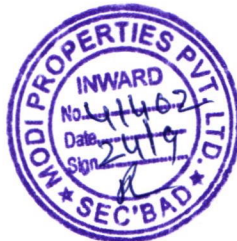
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		Req ID	59656
		Req Date	07-09-2020
GSTIN : 36AANFG4817C1ZH		Loc Req No	63512
Description of Goods		HSN/SAC	Qty
✓ 1	4057 - Consumables - Sponges - NA - nos	3921	36
✓ 2	4080 - Consumables - Bombay Brooms - Other - Nos	9603	12
✓ 3	4003 - Consumables - Bombay Broom - Big - nos	9603	24
✓ 4	4009 - Consumables - Coconut Broom - other - nos	9603	24
✓ 5	4000 - Consumables - Acid - NA - ltrs	2806	12
✓ 6	4041 - Consumables - Mopping stick - NA - nos	9603	5
✓ 7	4071 - Consumables - Wiper - Other - nos	9603	5
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Summit Sales LLP

TRANSIT COPY

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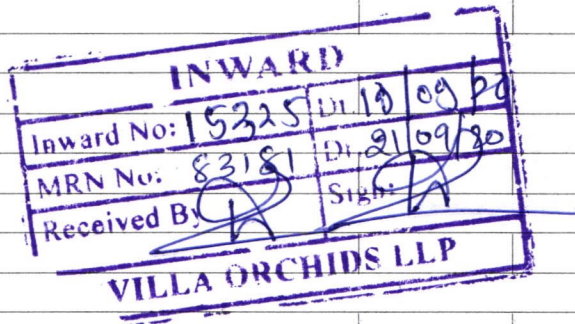
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