PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	30/9/20.	Prepared by:	SOWMYA
PO/WO no.	70688.	PO / WO Date.	23/9/20
Supplier Name	SSllp.	PO/WO amount	3,037
Firm/Company	Vista homes.	Project	Vista homes.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	13475	29/9/20	3,037
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,037

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11408	29/9/20	83526	☑ 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:	3,037
Amount E – PO / WO value:	3,037
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	**3.10.2020**
Remarks:_	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]					
Date	30/9/20	1/10					

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/-

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Payment – due date	**3.10.2020**
Remarks:_	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]					
Date	30/9/20	1/10/20					

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TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

GSTIN/UNI: 36ACQFS2044C1Z7

Supplier / Customer / Transporter - Copy

ORIGINAL INVOICE

Customer Details		
Vista Homes	Invoice No.	13475
Kapra, Opp to MRR School, Ecil	Invoice Date.	29-09-2020
	PO No.	70688
	PO Date.	23-09-2020
SY.no.193	Req ID	60123
GSTIN : 36AAGFV2068P1ZJ	Req Date	23-09-2020
	Loc Req No	99847

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4000 - Consumables - Acid - NA - ltrs	2806	24	20.00	480.00	18	86.40
2	4098 - Consumables - Dust pan - NA - nos		6	25.00	150.00	18	27.00
3	4108 - Consumables - Water Bottle - NA - Nos		12	52.00	624.00	18	112.32
4	4006 - Consumables - Bucket - other - nos Plastic -White	7310	6	220.00	1,320.00	18	237.60
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	2,574.00	463.32
	231.66	231.66	Total Invoice Amount	3,037.32	

Rupees : Three Thousand Thirty Seven and Paise Thirty Two Only.

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. INWARD No. 60896 Date: Sign: SEC'BAD

for Summit Sales LLP

Authorised Signatory

Purchase Order

 25-09-2020 15:14:06

70688
21.09.20 12:56:23

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**	70688	99847
	Doc Date	23-09-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	23-09-2020	
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	4000 - Consumables - Acid - NA - ltrs	24.00	20.00	0.00	18.00	566.40
2	4098 - Consumables - Dust pan - NA - nos	6.00	25.00	0.00	18.00	177.00
3	4108 - Consumables - Water Bottle - NA - Nos	12.00	52.00	0.00	18.00	736.32
4	4006 - Consumables - Bucket - other - nos *Plastic -White*	6.00	220.00	0.00	18.00	1,557.60
				Total Order Value . . .		**3,037.32**

Rupees : Three Thousand Thirty Seven and Paise Thirty Two Only.

<u>Terms and Conditions :-</u>

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 use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For ***Vista Homes***
Authorised Signatory

Name : ____________

Contact - -

Accepted the above Terms And Conditions
For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Vista Homes	Date:	22.09.20
Site & Phase :	Vista Homes	Time:	14:18
Supplier	-	Req. No.	99847
Material required before date:	26.09.2020	ID No.	60123

No	Description	Size	Quantity	Units	Inward No	Date
1	**White Plastic Buckets**		06	No's		
2	Dust Pans		06	No's		
3	Acid 40688		24	No's		
4	Water Bottles		12	No's		
5						
6						
7						
8						
9						

Remarks: For Site use purpose

Prepared By	Sneha Priya	Approved by	T. Madhu
Sign. & Date	22.09.20	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		
Vista Homes	DC No.	11408
Kapra, Opp to MRR School, Ecil	DC Date.	29-09-2020
	PO No.	70688
SY.no.193	PO Date.	23-09-2020
	Req ID	60123
GSTIN : 36AAGFV2068P1ZJ	Req Date	23-09-2020
	Loc Req No	99847

	Description of Goods	HSN/SAC	Qty
1	4000 - Consumables - Acid - NA - ltrs	2806	24
2	4098 - Consumables - Dust pan - NA - nos		6
3	4108 - Consumables - Water Bottle - NA - Nos		12
4	4006 - Consumables - Bucket - other - nos	7310	6
5			
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Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 25202	Dt: 29/9/20
MRN No: 83526	Dt:
Received By:	Sign:
Vista Homes	

for Summit Sales LLP

Authorised Signatory

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 41630
Date:
Sign:

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		
Vista Homes	Invoice No.	13475
Kapra, Opp to MRR School, Ecil	Invoice Date.	29-09-2020
	PO No.	70688
SY.no.193	PO Date.	23-09-2020
	Req ID	60123
GSTIN : 36AAGFV2068P1ZJ	Req Date	23-09-2020
	Loc Req No	99847

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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IGST	CGST	SGST				
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			Total Invoice Amount	3,037.32		

Rupees : Three Thousand Thirty Seven and Paise Thirty Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction