PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	7/10/20.	Prepared by:	D.SOWMYA
PO/WO no.	70284	PO / WO Date.	9/9/20
Supplier Name	SSllp.	PO/WO amount	3,144
Firm/Company	Mehta & Modi realty kowkur llp	Project	Mehta & Modi realty
~~Sl. No.~~	~~Bill No.~~	~~Bill Date~~	~~Bill amount~~
1	13544	6/10/20.	188
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			188

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11468	6/10/20	83732	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

~~Amount B –Other Credits :_Transportation charges~~	-
Amount C –Other Debits :	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	188
Amount E – PO / WO value:	3,144
Amount F – Difference (A – E): GST-18%	

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	**10.10.2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	DS					
Date	7/10/20	19/10					

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. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- 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

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Mehta & Modi Realty Kowkur LLP	Invoice No.	13544
Sy No. 196, Kowkur, Hyderabad	Invoice Date.	06-10-2020
	PO No.	70284
	PO Date.	09-09-2020
	Req ID	59727
	Req Date	08-09-2020
GSTIN : 36ABLFM7631F1A3	Loc Req No	140270

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7514 - Stationery - other - Cello Tape - other - nos Big-White		4	40.00	160.00	18	28.80
2							
3							
4							
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6							
7							
8							
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10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	160.00	28.80
	14.40	14.40	Total Invoice Amount	188.80	

Rupees : One Hundred Eighty Eight and Paise Eighty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 7011
Date
Sign.

Purchase Order

 09-09-2020 11:40:41

Orig

70284
08.09.20 12:15:09

rom Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	70284	140270
	Doc Date	09-09-2020	
GSTIN 36ACQFS2044C1Z7	**Quote No**	Nil	
040-66335551 9618244433	**Quote Date**	09-09-2020	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7514 - Stationery - other - Cello Tape - other - nos *Big-White*	4.00	40.00	0.00	18.00	188.80
2	7514 - Stationery - other - Cello Tape - other - nos *Big -Brown*	5.00	40.00	0.00	18.00	236.00
3	7560 - Stationery - other - Pen - NA - nos *Blue*	30.00	3.50	0.00	12.00	117.60
4	7523 - Stationery - other - Eraser - NA - nos *small*	5.00	1.50	0.00	18.00	8.85
5	7585 - Stationery - other - Sharpner - NA - nos	5.00	3.00	0.00	12.00	16.80
6	7555 - Stationery - other - Paper - A4 - bundles	10.00	230.00	0.00	12.00	2,576.00
				Total Order Value . . .		**3,144.05**

Rupees : Three Thousand One Hundred Fourty Four and Paise Five Only.

Terms and Conditions :-

→ Part bill received of Rs. 2955/- and bal. bill of Rs. 189/- to be receivable.
[signature] 23/9/20

Specification /	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	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
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 items for Site use purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Mehta & Modi Realty Kowkur LLP***
Authorised Signatory
09/09/2020

Name : ______________

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

Name : ______________

Date : / /

Requisition Form

…pany Name:	MMRK LLP	Date:	07.09.2020
…& Phase:	GHT	Time:	16:22
…pplier:	SSLLP	Req. No.	140270
Material required before :	**11.09.2020**	ID No.	59727

No	Description	Size	Quantity	Units	Inward No	Date
1	White Tapes	Big	04	No.s		
2	Blue pens	Std	30	No.s		
3	Erasers	Small	05	No.s		
4	Sharpeners	Small	05	No.s		
5	Paper bundles	A4	10	No.s		
6	Brown Tapes	Big	05	No.s		

P.O. 70284

APPROVED
09 AUG 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: For Office use purpose

Prepared by	N.Shravya	Approved by	A.Suresh
Sign.& Date	07.09.2020	Sign& Date	07.09.2020

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	
Mehta & Modi Realty Kowkur LLP Sy No. 196, Kowkur, Hyderabad GSTIN : 36ABLFM7631F1A3	DC No. 11468 DC Date. 06-10-2020 PO No. 70284 PO Date. 09-09-2020 Req ID 59727 Req Date 08-09-2020 Loc Req No 140270

	Description of Goods	HSN/SAC	Qty
1	7514 - Stationery - other - Cello Tape - other - nos		4
2			
3			
4			
5			
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7			
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INWARD
Inward No: 10561 Dt: 06/10/20
MRN No: 83732 Dt: 07/10/20
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP
Time - 17:30

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. * SECBAD *
INWARD
No: 41748
Date: 10/16

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

Mehta & Modi Realty Kowkur LLP
Sy No. 196, Kowkur, Hyderabad

GSTIN : 36ABLFM7631F1A3

Invoice No.	13544
Invoice Date.	06-10-2020
PO No.	70284
PO Date.	09-09-2020
Req ID	59727
Req Date	08-09-2020
Loc Req No	140270

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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13							
14							
15							

INWARD
Inward No: 10561 Dt: 06/10/20
MRN No: 83732 Dt: 07/10/2020
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP
Time - 17:30

IGST	CGST	SGST			
	14.40	14.40	Total Taxable Amount	160.00	28.80
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Rupees : One Hundred Eighty Eight and Paise Eighty Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory