PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/10/20.	Prepared by:	D.SOWMYA
~~PO/WO no.~~	69659.	~~PO / WO Date.~~	18/8/20.
Supplier Name	sslp.	PO/WO amount	7,973.
Firm/Company	Voc llp	Project	Vocllp
Sl. No.	Bill No.	Bill Date	Bill amount
1	13572	9/10/20.	2,633
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,633

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11492	9/10/20	83820	☑ 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:				2,633
Amount E – PO / WO value:				7,973
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	**17.10.2020**
Remarks:	Final Bill Received

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya		APPROVED 20 OCT 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	10/10/20						

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. 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

Summit Sales LLP

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

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Dt : 09-10-2020

Customer Details	
Villa Orchids LLP	
Behind Janapriya, Kowkur, Hyderabad	
GSTIN : 36AANFG4817C1ZH	

Invoice No.	13572
Invoice Date.	09-10-2020
PO No.	69659
PO Date.	18-08-2020
Req ID	59190
Req Date	18-08-2020
Loc Req No	63483

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	9600 - Tools - mask - NA - Nos		100	10.50	1,050.00	5	52.50
2	4112 - Consumables - Sanitizer - 500 ml - Nos		5	200.00	1,000.00	12	120.00
3	4071 - Consumables - Wiper - Other - nos	9603	4	87.00	348.00	18	62.64
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IGST	CGST	SGST				
			Total Taxable Amount	2,398.00		235.14
	117.57	117.57	Total Invoice Amount	2,633.14		

Rupees : Two Thousand Six Hundred Thirty Three and Paise Fourteen Only.

for Summit Sales LLP

Authorised Signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD
INWARD
No. 70159
Date 16/10
Sign.
SEC'BAD

Purchase Order

 19-08-2020 14:32:12

69659
14.08.20 11:47:15

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

Supplier Details			
Summit Sales LLP	**Doc No**	69659	63483
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	18-08-2020	
	Quote No	NIL	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	18-08-2020	
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	9600 - Tools - mask - NA - Nos	200.00	10.50	0.00	5.00	2,205.00
2	4014 - Consumables - Colin - 500ml - nos	4.00	77.00	0.00	18.00	363.44
3	4112 - Consumables - Sanitizer - 500 ml - Nos	10.00	200.00	0.00	12.00	2,240.00
4	4059 - Consumables - Surf Detergent Powder - NA - kgs	1.00	24.00	0.00	18.00	28.32
5	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	4.00	80.00	0.00	18.00	377.60
6	4071 - Consumables - Wiper - Other - nos	4.00	87.00	0.00	18.00	410.64
7	4066 - Consumables - Water bottle - NA - nos	6.00	195.00	0.00	18.00	1,380.60
8	4001 - Consumables - Air Freshner - NA - nos *Room freshner*	10.00	82.00	0.00	18.00	967.60
				Total Order Value . . .		**7,973.20**

Rupees : Seven Thousand Nine Hundred Seventy Three and Paise Twenty 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	Villas Orchids Behind: Janapriya, Kowkur. Phone. 9502232100/9502266233
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
	NA

(1) Part Bill recd.
Bill.no: 12789
Dt: 19/8/20
Amt: 5340/-
Bal redeble
R 26/8.

For *Villa Orchids LLP*
Authorised Signatory

19/08/2020

Name :

Contact - -

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

Name :

Date : __/__/____

Requisition Form

Company Name:	GVRC	Date:	17.08.20
Site & Phase :	INNOPOLIS	Time:	12:50
Supplier		Req. No.	163122
Material required before date: urgent		ID No.	59192

No	Description	Size	Quantity	Units	Inward No	Date
1	Lizol	STD	04	No's		
2	Masks	STD	200	No's		
3	Sanitizer	STD	10	No's		
4	Umbrella(large size)	STD	10	No's		
5	Surf	STD	01	No's		
6	Bath room wiper	STD	04	No's		
7	Room freshners	STD	10	No's		
8	Water bottles	STD	06	No's		
9						
10						

Remarks : For site office use purpose.

APPROVED
18 AUG 2020
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	Harini.P	Approved by	VENKATESH.G
Sign.& Date	17.08.20	Sign. & Date	17.08.20

Note: On receipt of material at site write inward number and date in last 2 columns.

P.O. 69659

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.	11492
Villa Orchids LLP	DC Date.	09-10-2020
Behind Janapriya, Kowkur, Hyderabad	PO No.	69659
	PO Date.	18-08-2020
	Req ID	59190
GSTIN : 36AANFG4817C1ZH	Req Date	18-08-2020
	Loc Req No	63483

	Description of Goods	HSN/SAC	Qty
1	9600 - Tools - mask - NA - Nos		100
2	4112 - Consumables - Sanitizer - 500 ml - Nos		5
3	4071 - Consumables - Wiper - Other - nos	9603	4
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INWARD
Inward No: 15377 Dt: 09/10/20
MRN No: 83820 Dt: 10/10/20
Received By: Sign:
VILLA ORCHIDS LLP

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 41828
Date 13/10
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	Invoice No.	13572
Villa Orchids LLP	Invoice Date.	09-10-2020
Behind Janapriya, Kowkur, Hyderabad	PO No.	69659
	PO Date.	18-08-2020
	Req ID	59190
	Req Date	18-08-2020
GSTIN : 36AANFG4817C1ZH	Loc Req No	63483

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

INWARD
Inward No: 15379 Dt. 09 10 20
MRN No: 83820 Dt: 10 10 20
Received By: Sign:
VILLA ORCHIDS LLP

IGST	CGST	SGST			
			Total Taxable Amount	2,398.00	235.14
	117.57	117.57	Total Invoice Amount	2,633.14	

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