

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 ssllp.		PO/WO amount 7,973.	
Firm/Company Voc 1p		Project Voc 1p	
Sl. No.	Bill No.	Bill Date	Bill amount
1	18572	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.
1.	11492	19/10/20	83820
2.			
3.			
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	Accounts – receiver of bill
Sign:	<i>[Signature]</i>	<i>[Signature]</i>	
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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

ORIGINAL INVOICE

Date: 09-10-2020

Customer Details				Invoice No.	13572		
Villa Orchids LLP Behind Janapriya, Kowkur, Hyderabad GSTIN : 36AANFG4817C1ZH				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
4							
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15							
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



Purchase Order

Page(s) 1 Of 2

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

5-4-187/3&4, II nd floor, Soham Mansion, MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No

69659

63483

Doc Date

18-08-2020

Quote No

NIL

Quote Date

18-08-2020

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

Penalty 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

For **Villa Orchids LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Contact : _____

① Part Bill received
Bill no: 12789
Dt: 19/8/20
Amt: 5840/-
Bill needed
R
26/8

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							
APPROVED 18 AUG 2020 MINISH PARIKH MANAGER PROCUREMENT							
Remarks : For site office use purpose.							
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

Summit Sales LLP

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

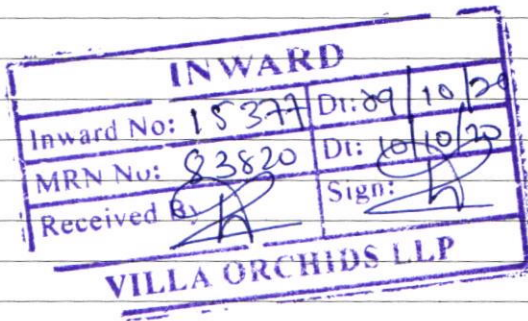
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 09-10-2020

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		Req ID	59190
		Req Date	18-08-2020
GSTIN : 36AANFG4817C1ZH		Loc Req No	63483
	Description of Goods	HSN/SAC	Qty
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2	4112 - Consumables - Sanitizer - 500 ml - Nos		5
3	4071 - Consumables - Wiper - Other - nos	9603	4
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for Summit Sales LLP

Authorized signatory

Subject to Hyderabad Jurisdiction



Summit Sales LLP

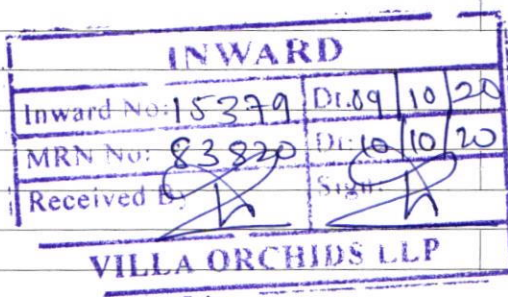
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