

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		20/9/20		Prepared by:		SOWMYA	
PO/WO no.		70699		PO / WO Date.		24/9/20	
Supplier Name		SSllp.		PO/WO amount		1,180	
Firm/Company		Xoc llp		Project		Voc llp	
Sl. No.	Bill No.	Bill Date		Bill amount			
1.	13423	26/9/20.		1,180			
2.							
3.							
4.							
Amount A – Bills total(Excluding Transport & Hamali Charges):						1,180	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	11359	26/9/20	28458	☒ 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:						1,180	
Amount E – PO / WO value:						1,180	
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	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	<i>Sowmya</i>	<i>P</i>					
Date	28/9/20	12/10					

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/-

TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500005

ORIGINAL INVOICE

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

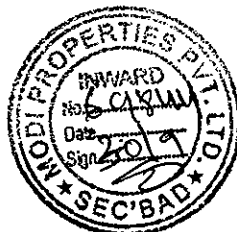
GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 26-09-2020

Customer Details				Invoice No.		13423	
Villa Orchids LLP				Invoice Date.		26-09-2020	
Behind Janapriya, Kowkur, Hyderabad				PO No.		70699	
GSTIN : 36AANFG4817C1ZH				PO Date.		24-09-2020	
				Req ID		60133	
				Req Date		23-09-2020	
				Loc Req No		63536	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4585 - Electrical - other - Insulation tape - NA - nos	8546	100	10.00	1,000.00	18	180.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
Total Taxable Amount				1,000.00		180.00	
Total Invoice Amount				1,180.00			

Rupees : One Thousand One Hundred Eighty Only.

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order

Page(s) 1 Of 1

24-09-2020 5:26:51 PM



70699

21.09.20 12:56:23

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IIInd 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	70699	63536
Doc Date	24-09-2020	
Quote No	Nil	
Quote Date	24-09-2020	
SupplyType	Supply	

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4585 - Electrical - other - Insulation tape - NA - nos	100.00	10.00	0.00	18.00	1,180.00
Total Order Value . . .					1,180.00

Rupees : One Thousand One Hundred Eighty Only.

Terms and Conditions :-**Specification / Brand** 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 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 items for office use purpose**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Villa Orchids LLP**

Authorised Signatory

Name : _____

25/09/2020

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : ____/____/____

Requisition Form

[illegible]

TAX INVOICE

Summit Sales LLP

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

TRANSIT COPY

Email: purchase@modiproperties.com

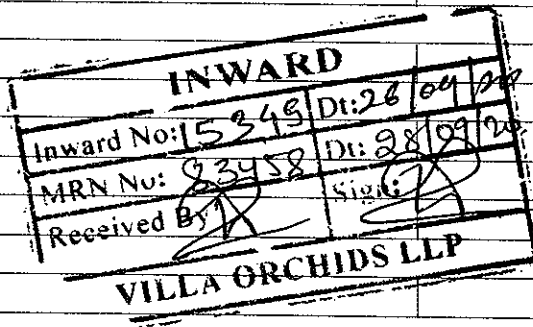
Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 26-09-2020

Customer Details				Invoice No.	13423		
Villa Orchids LLP Behind Janapriya, Kowkur, Hyderabad GSTIN : 36AANFG4817C1ZH				Invoice Date.	26-09-2020		
				PO No.	70699		
				PO Date.	24-09-2020		
				Req ID	60133		
				Req Date	23-09-2020		
				Loc Req No	63536		
Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt	
1 4585 - Electrical - other - Insulation tape - NA - nos	8546	100	10.00	1,000.00	18	180.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST	CGST	SGST	Total Taxable Amount	1,000.00		180.00	
	90.00	90.00	Total Invoice Amount	1,180.00			

Rupees : One Thousand One Hundred Eighty Only.



for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction