

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 28/9/20.		Prepared by: SOWMYA	
PO/WO no. 70686		PO / WO Date. 28/9/20.	
Supplier Name SS/Ip.		PO/WO amount 973	
Firm/Company Voc Ip		Project Voc Ip	
Sl. No.	Bill No.	Bill Date	Bill amount
1.	13422	26/9/20.	972
2.			1
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			472
Sl. No.	DC No	DC. Date	MRN No.
1.	11358	26/9/20	83459
2.			
3.			
4.			
Amount B –Other Credits :			5
Amount C –Other Debits :			-
Amount D (D=A+B-C) – Amount to be credited to the supplier:			472
Amount E – PO / WO value:			973
Amount F – Difference (A – E):			- 502/-
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: Part bill received.			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			
Date			

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 - 500017

ORIGINAL INVOICE

Email: purchase@modiproperties.com

- Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 26-09-2020

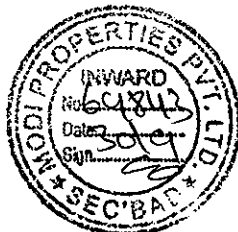
Customer Details				Invoice No.	13422		
Villa Orchids LLP Behind Janapriya, Kowkur, Hyderabad GSTIN : 36AANFG4817C1ZH				Invoice Date.	26-09-2020		
				PO No.	70686		
				PO Date.	23-09-2020		
				Req ID	60119		
				Req Date	23-09-2020		
				Loc Req No	63532		
Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt	
1 4001 - Consumables - Air Freshner - NA - nos odonil	3307	5	55.00	275.00	18	49.50	
2 4059 - Consumables - Surf Detergent Powder - NA -	3402	5	25.00	125.00	18	22.50	
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4							
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10							
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13							
14							
15							
IGST	CGST	SGST	Total Taxable Amount	400.00		72.00	
	36.00	36.00	Total Invoice Amount	472.00			

Rupees : Four Hundred Seventy Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

25-09-2020 15:14:06



70686

21.09.20 12:56:23

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	70686	63532
Doc Date	23-09-2020	
Quote No	Nil	
Quote Date	23-09-2020	
SupplyType	Supply	

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4039 - Consumables - Liso Cleaning Liquid - NA - ltrs	5.00	85.00	0.00	18.00	501.50
2 4001 - Consumables - Air Freshner - NA - nos odonil	✓5.00	55.00	0.00	18.00	324.50
3 4059 - Consumables - Surf Detergent Powder - NA - kgs	✓5.00	25.00	0.00	18.00	147.50
Total Order Value . . .					973.50

Rupees : Nine Hundred Seventy Three and Paise Fifty 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

Measurment NA

Security Nil

Remarks

7. Part bill received of Rs. 482/-
B.no: 18422, dt: 26/9/20. and
bal bill of Rs. 502/- to be
received.
af
10/10/20.

For Villa Orchids LLP

Authorised Signatory

Name :

Contact :-

Accepted the above Terms And Conditions

For Summit Sales LLP

Name :

Date : _/_/20

Summit Sales LLP

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

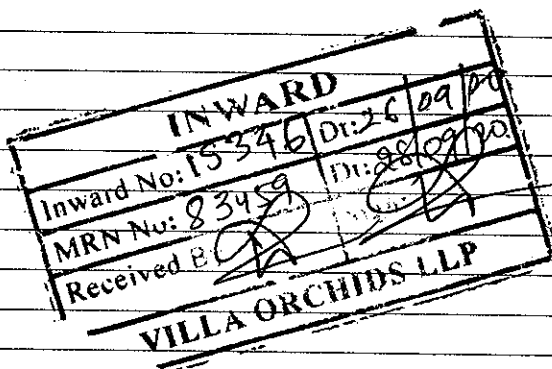
Email: purchase@modiproperties.com

*Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 26-09-2020

Customer Details		DC No.	11358
Villa Orchids LLP		DC Date.	26-09-2020
Behind Janapriya, Kowkur, Hyderabad		PO No.	70686
		PO Date.	23-09-2020
		Req ID	60119
		Req Date	23-09-2020
GSTIN : 36AANFG4817C1ZH		Loc Req No	63532
	Description of Goods	HSN/SAC	Qty
1	4001 - Consumables - Air Freshner - NA - nos	3307	5
2	4059 - Consumables - Surf Detergent Powder - NA - kgs	3402	5
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to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500030

TRANSIT COPY

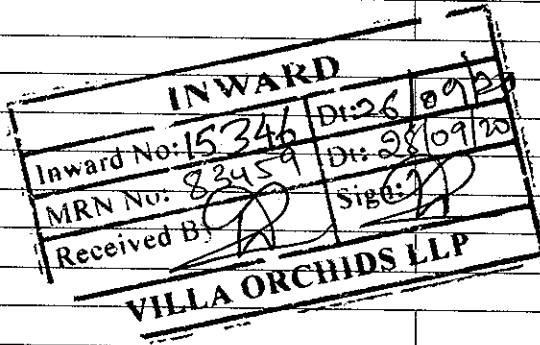
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