

Missing Bill

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	31/10/2020		Prepared by:	NEHA.CM			
PO/WO no.	67591		PO / WO Date.	29/05/2020			
Supplier Name	SSLP		PO/WO amount	62,557/-			
Firm/Company	Villa orchids LLP		Project	Villa orchids			
Sl. No.	Bill No.	Bill Date	Bill amount				
1	12902	28/08/2020	48,831/-				
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):				48,831/-			
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.			80316	☐ Yes ☐ No			
2.			82221	☐ 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:				-			
Amount E – PO / WO value:				62,557/-			
Amount F – Difference (A – E): GST-18%				48,831/-			
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			06/11/2020				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	NEHA P. S.						
Date	31/10/2020 29/10/20						

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/-

Purchase Order

Page(s) 1 of 1

31-10-2020 10:21:18

Original / Office Copy / Purchase Div.Copy

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, II nd 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

12902
DC-NO-3043

Doc No	67591	63350
Doc Date	29-05-2020	
Quote No	Nil	
Quote Date	29-05-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 9091 - Tiles - Bathroom floor Maharaja Beige - 12 in X 12 in X 12 in - Boxes	107.00	386.75	0.00	18.00	48,831.06
2 9086 - Tiles - Bathroom floor country caffee - 12 in X 12 in X12 pieces - Boxes	25.00	465.28	0.00	18.00	13,725.76
Total Order Value . . .					62,556.82
Rupees : Sixty Two Thousand Five Hundred Fifty Six and Paise Eighty Two Only.					

Terms and Conditions :-**Specification /** All items shall be Nitco brand Rate per Sft is Rs. 40.04/ 39.27**Payment Terms** After delivery**Tax** Included in the above prices**Delivery Date** With in a day**Delivery Location** Villas Orchids
Behind: Janapriya, Kowkur.
Phone. 9502232100/9502266233**Penalty For Delay** Nil**Transportation** Nil**Warranty** Nil**Advance Paid** Nil**Other Terms** We reserve the right to reject items not conforming to quality and specifications, above order is for 5 villas , purpose.**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks** Req no 99385 tiles qty is also included in this PO.For **Villa Orchids LLP**

Authorised Signatory



Name : _____

Contact :-

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : __/__/__

TAX INVOICE

Summit Sales LLP

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

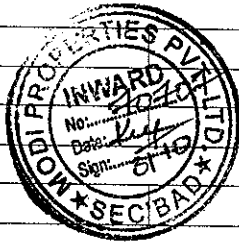
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 31-10-2020

Customer Details				Invoice No.	12902		
Villa Orchids LLP Behind Janapriya, Kowkur, Hyderabad GSTIN : 36AANFG4817C1ZH				Invoice Date.	28-08-2020		
				PO No.	67591		
				PO Date.	29-05-2020		
				Req ID	57251		
				Req Date	28-05-2020		
				Loc Req No	63350		
Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt	
1 9091 - Tiles - Bathroom floor Maharaja Beige - 12 in		107	386.75	41,382.25	18	7,448.80	
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST	CGST	SGST	Total Taxable Amount	41,382.25		7,448.80	
	3,724.40	3,724.40	Total Invoice Amount	48,831.05			
Rupees : Forty Eight Thousand Eight Hundred Thirty One and Paise Five Only.							

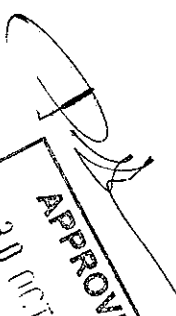


for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Requisition Form - Utility tile									
Company		Villa orchids LLP		Site & Phase : Villa orchids					
Req. no.		63350		Reg. Date		28/05/2020			
Material required before		02/06/2020		ID no.					
Prepared by:		S Sharvani		Approved by (sign):		A Suresh			
Flat / Block no:		V. no 283 to 286 & 127 to 128							
Name of the supplier		SSLIP							
Required for		5 Villas							
S No.	Item Description	Units	Qty required per villa	No of flats	Quantity required	Qty Available at site	Balance Qty to be ordered	Inward No	Date
1	Country series cattle rustic finish (300 x300 mm)	Sft	60.0	5	300.0	-	300.0		
2	Maharaja beige tiles (floor tile)	Sft	250.0	5	1,250.0	-	1,250.0		
Total									


APPROVED
 30 OCT 2020
 P. PRABHAKAR
 Sr. MANAGER PURCHASE

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Regards,

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po)

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