PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	22/10/20.	Prepared by:	D.SOWMYA
PO/WO no.	7195	PO / WO Date.	16/10/20
Supplier Name	SSllp.	PO/WO amount	7,924
Firm/Company	Modi Realty Mallapur llp	Project	GMR.
Sl. No.	Bill No.	Bill Date	Bill amount
1	13725	19/10/20.	7,924
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			7,924

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11631	19/10/20	84455	☑ 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:	7,924.
Amount E – PO / WO value:	7,924
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	**24.10.2020**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]	APPROVED 01 NOV 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	22/10/20	28/10					

Notes: 1. In case amount to be credited to supplier and the bill amount 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

Customer Details		
Modi Reality Mallapur LLP	Invoice No.	13725
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,	Invoice Date.	19-10-2020
	PO No.	71195
	PO Date.	10-10-2020
	Req ID	60509
GSTIN : 36AAEFM1459R1ZP	Req Date	08-10-2020
	Loc Req No	68471

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7544 - Stationery - other - Marker - NA - nos	9608	15	16.00	240.00	12	28.80
2	7528 - Stationery - other - Fevistick - NA - nos	9608	10	20.00	200.00	12	24.00
3	7592 - Stationery - other - stamp pad - NA - nos	9612	4	42.00	168.00	18	30.24
4	7532 - Stationery - other - Gum - 150ml - nos	9608	4	37.00	148.00	18	26.64
5	7555 - Stationery - other - Paper - A4 - bundles	4810	10	230.00	2,300.00	12	276.00
6	7563 - Stationery - other - Pencil - NA - boxes	4421	1	42.00	42.00	12	5.04
7	7560 - Stationery - other - Pen - NA - nos Blue	9608	10	3.50	35.00	12	4.20
8	7605 - Stationery - other - Whitner Pen - NA - nos	9608	6	21.00	126.00	18	22.68
9	3516 - Computers and Peripherals - Mouse - NA - nos	84716060	2	300.00	600.00	18	108.00
10	3502 - Computers and Peripherals - Catridge - NA - Epson -205	37079090	5	600.00	3,000.00	18	540.00
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	6,859.00	1,065.60
	532.80	532.80	Total Invoice Amount	7,924.60	

Rupees : Seven Thousand Nine Hundred Twenty Four and Paise Sixty Only.

for Summit Sales LLP

Authorised signatory

MODI PROPERTIES PVT. LTD. INWARD No. 70435 Date. 22/10 Sign. SEC'BAD

Subject to Hyderabad Jurisdiction

Purchase Order

  10-10-2020 14:40:11 Or

71195
08.10.20 5:21:49

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

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**	71195	68471
	Doc Date	10-10-2020	
	Quote No	Nil	
	Quote Date	10-10-2020	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7544 - Stationery - other - Marker - NA - nos	15.00	16.00	0.00	12.00	268.80
2	7528 - Stationery - other - Fevistick - NA - nos	10.00	20.00	0.00	12.00	224.00
3	7592 - Stationery - other - stamp pad - NA - nos	4.00	42.00	0.00	18.00	198.24
4	7532 - Stationery - other - Gum - 150ml - nos	4.00	37.00	0.00	18.00	174.64
5	7555 - Stationery - other - Paper - A4 - bundles	10.00	230.00	0.00	12.00	2,576.00
6	7563 - Stationery - other - Pencil - NA - boxes	1.00	42.00	0.00	12.00	47.04
7	7560 - Stationery - other - Pen - NA - nos *Blue*	10.00	3.50	0.00	12.00	39.20
8	7605 - Stationery - other - Whitner Pen - NA - nos	6.00	21.00	0.00	18.00	148.68
9	3516 - Computers and Peripherals - Mouse - NA - nos	2.00	300.00	0.00	18.00	708.00
10	3502 - Computers and Peripherals - Catridge - NA - nos *Epson -205*	5.00	600.00	0.00	18.00	3,540.00
					Total Order Value . . .	**7,924.60**

Rupees : Seven Thousand Nine Hundred Twenty Four and Paise Sixty 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 Gulmohar Residency
Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge
Phone. Contact: Security _______, Admin 9502211011

Penality For Delay Nil

Transportation Transport cost shall be borne by us.

Warranty Nil

For ***Modi Reality Mallapur LLP***
Authorised Signatory

Name : ________________

Contact - -

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

Name : ________________

Date : __/__/____

Purchase Order

 10-10-2020 14:40:11

Original / Office Copy / Purchase Div.Copy

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	

For ***Modi Reality Mallapur LLP***

Authorised Signatory

Name : ______________________

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	MODI REALTY MALLAPUR LLP	Date:	06-10-2020
Site & Phase :	GULMOHAR RESIDENCY	Time:	16.20
Supplier		Req. No.	68471
Material required before date:	10-10-2020	ID No.	60509

No	Description	Size	Quantity	Units	Inward No	Date
1.	Permanent markers	Std	15	No's		
2.	stampad	Std	4	No's		
3.	fevistick	Big	10	No's		
4.	Gum bottle	Big	4	No's		
5.	A4 paper	std	10	Bundles		
6.	Pigment Ink	std	05	Bundles		
7.	Pencil	std	1	Box's		
8.	Blue pens	std	10	No's		
9.	whitener	std	6	No's		
10.	Laptop bag	std	03	No's		
11.	MOUSE	std	02	No's		

P.O- 71195

Remarks: For SITE OFFICE STATIONARY WORK PURPOSE

Prepared By	M.Likhitha	Approved by	
Sign.& Date	06-10-2020	Sign. & Date	

Note:

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.	11631
Modi Reality Mallapur LLP	DC Date.	19-10-2020
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,	PO No.	71195
	PO Date.	10-10-2020
	Req ID	60509
	Req Date	08-10-2020
GSTIN : 36AAEFM1459R1ZP	Loc Req No	68471

	Description of Goods	HSN/SAC	Qty
1	7544 - Stationery - other - Marker - NA - nos	9608	~~15~~ 13
2	7528 - Stationery - other - Fevistick - NA - nos	9608	10
3	7592 - Stationery - other - stamp pad - NA - nos	9612	4
4	7532 - Stationery - other - Gum - 150ml - nos	9608	4
5	7555 - Stationery - other - Paper - A4 - bundles	4810	10
6	7563 - Stationery - other - Pencil - NA - boxes	4421	1
7	7560 - Stationery - other - Pen - NA - nos	9608	10
8	7605 - Stationery - other - Whitner Pen - NA - nos	9608	6
9	3516 - Computers and Peripherals - Mouse - NA - nos	84716060	2
10	3502 - Computers and Peripherals - Catridge - NA - nos	37079090	5
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INWARD
MODI REALTY MALLAPUR LLP
Ward-No 1190 Dt 19/10/20
MRN No 5445 Dt 21/10/2020
Received By Sign 19/10/20

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 4227
Date 28/10
Sign.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction