PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	4/9/20.	Prepared by:	SOWMYA
PO/WO no.	68867	PO / WO Date.	15/9/20
Supplier Name	SSllp.	PO/WO amount	2,169
Firm/Company	Modi properties Pvt Ltd	Project	H.O
Sl. No.	Bill No.	Bill Date	Bill amount
1.	13015	3/9/20	2,169
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,169

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	3203	28/8/20	84763	☑ 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:	2,169
Amount E – PO / WO value:	2,169
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	**12.9.2020**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]	[signature]				
Date	4/9/20	3/11					

APPROVED 04 NOV 2020 MINISH PARIKH MANAGER PROCUREMENT

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/-

DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.
Tel : 040 - 6633 5551

M/s Modi Properties (P) Ltd.
(Head office)

Site:

DC No.	: 3203
Date	: 28/8/20
Vehicle No.	: TS10UA0143
P.O. / W.O. No.	: 68863
P.O. / W.O. Date	: 15/7/20

Sl. No.	PARTICULARS	Quantity
1	Black granite (19mm) 73" x 22" = 01 (No)	11.13 sft
2	— do — 80" x 22" = 01 (,)	12.21 sft
3		
4		
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6		
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GSTIN :

Received the above materials in good condition.

Received by : [signature]

Date : 28/8/20

Stamp:

For SUMMIT SALES LLP

B. [signature]

Authorised Signatory

TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003
Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	13015
Modi Properties Pvt. Ltd.	Invoice Date.	03-09-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	68867
	PO Date.	15-07-2020
	Req ID	58396
GSTIN : 36AABCM4761E1ZM	Req Date	10-07-2020
	Loc Req No	16334

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	8501 - Stone - granite - Black - 19mm - sft	68022310	11.13	78.75	876.49	18	157.78
	73" x 22" - 01 no						
2	8501 - Stone - granite - Black - 19mm - sft	68022310	12.21	78.75	961.54	18	173.08
	80" x 22" - 01 no						
3							
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IGST	CGST	SGST			
			Total Taxable Amount	1,838.03	330.86
	165.43	165.43	Total Invoice Amount	2,168.88	

Rupees : Two Thousand One Hundred Sixty Eight and Paise Eighty Eight Only.

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 69059
Date 5/9
Sign

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 15-07-2020 14:02:37

68867
15.07.20 12:16:58

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Summit Sales LLP	**Doc No**	68867	16334
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	15-07-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	15-07-2020	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	8501 - Stone - granite - Black - 19mm - sft *73" x 22" - 01 no*	11.13	78.75	0.00	18.00	1,034.26
2	8501 - Stone - granite - Black - 19mm - sft *80" x 22' - 01 no*	12.21	78.75	0.00	18.00	1,134.61
					Total Order Value . . .	**2,168.87**

Rupees : Two Thousand One Hundred Sixty Eight and Paise Eighty Seven Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 19mm thickness slabs.
Payment Terms	After delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next day.
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penality For Delay	Bills must be submitted to H.O. within 30days of completion of work.10% plty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Pantry cupboard top purpose. Cutting charges included in above rates.
Completion Date	Nil
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
Remarks	Skirting Rs. 12/- per rft for labour only.

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	10-07-2020
Site & Phase :	HEAD OFFICE	Time:	11.21 AM
Supplier		Req. No.	16334
Material required before date:	Urgent	ID No.	58396

No	Description	Size	Quantity	Units	Inward No	Date
1	BLACK GRANITE PANTRY SINK	73" X 22"	01	NO		
2	BLACK GRANITE AT PANTRY COUNTER	80" X 22"	01	NO		
3	18 MM PLY SHEET	96" X 48"	01	NO	← 66 +18%	
4						
5						
6		68867				
7			68868			
8						
10						

Remarks : FOR PANTRY CUPBOARD TOP AS PER PLAN WORK PURPOSE

Prepared By	T.SURYANARAYANA	Approved by	APPROVED BY
Sign.& Date	09-07-2020	Sign. & Date	10 JUL 2020 SOHAM MODI MANAGING DIRECTOR

Note: On receipt of material at site write inward number and date in last 2 columns.

DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.
Tel : 040 - 6633 5551

M/s Modi Properties (P) Ltd. (Head office)

Site:

DC No.	: 3203
Date	: 28/8/20
Vehicle No.	: AS10UA0143
P.O. / W.O. No.	: 6886?
P.O. / W.O. Date	: 15/7/20

Sl. No.	PARTICULARS	Quantity
1	Black granite (19mm) 73" x 22" = 01 (NO)	11.13 sft
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For **SUMMIT SALES LLP**

Authorised Signatory