PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	28/10/20.	Prepared by:	D.SOWMYA
PO/WO no.	7122	PO / WO Date.	9/10/20.
Supplier Name	SS llp.	PO/WO amount	9,292.
Firm/Company	Modi properties pvt ltd.	Project	H.O.
Sl. No.	Bill No.	Bill Date	Bill amount
1	13813	23/10/20.	9,292
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			9,292

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11716	23/10/20	84767	☑ 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:				9,292
Amount E – PO / WO value:				9,292
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	**31.10.2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	28/10/20	4/11					

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

 09-10-2020 5:01:14 PM

71122
08.10.20 5:21:49

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 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	71122	16555
	Doc Date	09-10-2020	
GSTIN 36ACQFS2044C1Z7	**Quote No**	Nil	
040-66335551 9618244433	**Quote Date**	18-12-2018	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	3106 - Chemicals - Crack - X- Paste - NA - bags *1 IKG*	25.00	315.00	0.00	18.00	9,292.50
					Total Order Value . . .	**9,292.50**

Rupees : Nine Thousand Two Hundred Ninty Two and Paise Fifty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	On complete delivery of all maerials only.
Tax	Inclusive of all GST taxes
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	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 order for Green towers purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

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:	07.10.2020
Site & Phase :	Head Office	Time:	17:00
Supplier		Req. No.	16555
Material required before date:		ID No.	60551

No	Description	Size	Quantity	Units	Inward No	Date
1	Dr. Fix it Crack Fill X- Paste	01 Kgs	25	Nos		
2	₹1122					
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: - for Green Tower External Crack Fill Pasting Work purpose.

Prepared By	Rahul.T	Approved by	APPROVED BY
Sign.& Date	07.10.2020	Sign. & Date	-9 OCT 2020 SOHAM MODI MANAGING DIRECTOR

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

Company Name:		Date:	
Site & Phase :		Time:	
Supplier		Req. No.	
Material required before date:	Urgent	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:

Prepared By		Approved by	
Sign.& Date		Sign. & Date	

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, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Modi Properties Pvt. Ltd.	DC No.	11716
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	DC Date.	23-10-2020
	PO No.	71122
	PO Date.	09-10-2020
	Req ID	60551
GSTIN : 36AABCM4761E1ZM	Req Date	08-10-2020
	Loc Req No	16555

	Description of Goods	HSN/SAC	Qty
1	3106 - Chemicals - Crack - X- Paste - NA - bags		25
2			
3			
4			
5			
6	INWARD		
7	Inward No: 592 Dt: 28/10/20		
8	MRN No: Dt:		
9	Received By: Sign:		
10			
11	MODI PROPERTIES		
12			
13			
14			
15			
16	Received.		
17			
18	23/10		
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. INWARD No. 42245 Date 28/10 Sign. SEC'BAD

for Summit Sales LLP

Authorised signatory

TAX INVOICE **TRANSIT COPY**

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 Properties Pvt. Ltd.	Invoice No.	13813
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	Invoice Date.	23-10-2020
	PO No.	71122
	PO Date.	09-10-2020
	Req ID	60551
	Req Date	08-10-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	16555

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	3106 - Chemicals - Crack - X- Paste - NA - bags		25	315.00	7,875.00	18	1,417.50
	1 lKG						
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	7,875.00	1,417.50
	708.75	708.75	Total Invoice Amount	9,292.50	

Rupees : Nine Thousand Two Hundred Ninty Two and Paise Fifty Only.

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory