PURCHASE DIVISION

Advice for approval for credit to supplier

	29/10/20.	Prepared by:	D.SOWMYA
PO/WO no.	71519	PO / WO Date.	22/10/20
Supplier Name	SS/G.	PO/WO amount	917
Firm/Company	Mehta & Modi realty Kowkur llp	Project	Mehta & Modi realty
Sl. No.	Bill No.	Bill Date	Bill amount
1	13830	23/10/20.	917
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			917

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11735	23/10/20	84358-	☑ 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:	917
Amount E – PO / WO value:	917
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 acc~~eptable 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	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]					
Date	29/10/20	5/11/20					

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/-

TAX INVOICE

ORIGINAL 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

Mehta & Modi Realty Kowkur LLP

Sy No. 196, Kowkur, Hyderabad

GSTIN : 36ABLFM7631F1A3

Invoice No.	13830
Invoice Date.	23-10-2020
PO No.	71519
PO Date.	22-10-2020
Req ID	60841
Req Date	19-10-2020
Loc Req No	140295

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7530 - Stationery - other - Folder cover - NA - nos A4		100	5.50	550.00	18	99.00
2	7593 - Stationery - other - Stapler - other - nos	9608	4	37.00	148.00	18	26.64
3	7563 - Stationery - other - Pencil - NA - boxes	4421	2	42.00	84.00	12	10.08
4							
5							
6							
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9							
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11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	782.00		135.72
	67.86	67.86	Total Invoice Amount	917.72		

Rupees : Nine Hundred Seventeen and Paise Seventy Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 7068
Date 30/10
Sign Neha

Purchase Order

 22-10-2020 12:45:29 Origin

71519
20.10.20 3:54:09

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	71519	140295
	Doc Date	22-10-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	22-10-2020	
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	7530 - Stationery - other - Folder cover - NA - nos *A4*	100.00	5.50	0.00	18.00	649.00
2	7593 - Stationery - other - Stapler - other - nos	4.00	37.00	0.00	18.00	174.64
3	7563 - Stationery - other - Pencil - NA - boxes	2.00	42.00	0.00	12.00	94.08
					Total Order Value . . .	**917.72**

Rupees : Nine Hundred Seventeen and Paise Seventy Two 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	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
Penality 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	

For ***Mehta & Modi Realty Kowkur LLP***

Authorised Signatory

Name : ____________

Contact : --

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MEHTA AND MODI REALTY KOWKUR LLP	Date:	19-10-2020
Site & Phase:	GHT	Time:	15:30
Supplier:		Req. No.	140295
Material required before :	**23-10-2020**	ID No.	60641

No	Description	Size	Quantity	Units	Inward No	Date
1	Transparent covers	A4	04	No.s		
2	Staplers	Small	04	No.s		
3	Pencil boxes	Std	02	No.s		

P.O. 71519

Remarks:For office use purpose

Prepared By	N.Shravya	Approved by	A.Suresh
Sign.& Date	19-10-2020	Sign. & Date	19-10-2020

84358

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		
Mehta & Modi Realty Kowkur LLP	DC No.	11735
Sy No. 196, Kowkur, Hyderabad	DC Date.	23-10-2020
	PO No.	71519
	PO Date.	22-10-2020
	Req ID	60841
GSTIN : 36ABLFM7631F1A3	Req Date	19-10-2020
	Loc Req No	140295

	Description of Goods	HSN/SAC	Qty
1	7530 - Stationery - other - Folder cover - NA - nos		100
2	7593 - Stationery - other - Stapler - other - nos	9608	4
3	7563 - Stationery - other - Pencil - NA - boxes	4421	2
4			
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INWARD	
Inward No: 10677	Dt: 23/10/20
MRN No: 84358	Dt: 23/10/20
Received By:	Sign:
MEHTA & MODI REALTY KOWKUR LLP	

Time- 17:30

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 4234
Date 2/11/20
Sign

for Summit Sales LLP

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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Mehta & Modi Realty Kowkur LLP	Invoice No.	13830
Sy No. 196, Kowkur, Hyderabad	Invoice Date.	23-10-2020
	PO No.	71519
	PO Date.	22-10-2020
	Req ID	60841
GSTIN : 36ABLFM7631F1A3	Req Date	19-10-2020
	Loc Req No	140295

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7530 - Stationery - other - Folder cover - NA - nos A4		100	5.50	550.00	18	99.00
2	7593 - Stationery - other - Stapler - other - nos	9608	4	37.00	148.00	18	26.64
3	7563 - Stationery - other - Pencil - NA - boxes	4421	2	42.00	84.00	12	10.08
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INWARD

Inward No: 10577	Dt: 23/10/20
MRN No: 84358	Dt: 23/10/20
Received By:	Sign:

MEHTA & MODI REALTY KOWKUR LLP

Time - 17:30

IGST	CGST	SGST				
			Total Taxable Amount	782.00		135.72
	67.86	67.86	Total Invoice Amount	917.72		

Rupees : Nine Hundred Seventeen and Paise Seventy Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction