PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	2/11/20	Prepared by:	D.SOWMYA
PO/WO no.	70816	PO / WO Date.	29/9/20
Supplier Name	SSllp	PO/WO amount	2,158
Firm/Company	Voc llp	Project	Voc llp
Sl. No.	Bill No.	Bill Date	Bill amount
1	13932	30/10/20	1,109
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,109

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11817	30/10/20	84661	☑ 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:	1,109
Amount E – PO / WO value:	2,158
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 be~~low)
Excess / short material received	~~☐ Approved – within accept~~able 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	**7.11.2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	DM					
Date	2/11/20	6/11/20					

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		
Villa Orchids LLP	Invoice No.	13932
Behind Janapriya, Kowkur, Hyderabad	Invoice Date.	30-10-2020
	PO No.	70816
	PO Date.	29-09-2020
	Req ID	60245
GSTIN : 36AANFG4817C1ZH	Req Date	28-09-2020
	Loc Req No	63540

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4006 - Consumables - Bucket - other - nos with MUG	7310	4	235.00	940.00	18	169.20
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	940.00	169.20
	84.60	84.60	Total Invoice Amount	1,109.20	

Rupees : One Thousand One Hundred Nine and Paise Twenty Only.

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 71079 Date 2-11 Sign Neha

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 29-09-2020 5:32:16 PM

70816
28.09.20 5:24:35

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd 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	**Doc No**	70816	63540
	Doc Date	29-09-2020	
	Quote No	Nil	
	Quote Date	29-09-2020	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4006 - Consumables - Bucket - other - nos with MUG	4.00	235.00	0.00	18.00	1,109.20
2	6023 - Miscellaneous - GI- Bucket - other - nos	5.00	125.00	0.00	18.00	737.50
3	4098 - Consumables - Dust pan - NA - nos	4.00	25.00	0.00	18.00	118.00
4	4022 - Consumables - Dettol - NA - nos	2.00	82.00	0.00	18.00	193.52
					Total Order Value . . .	**2,158.22**

Rupees : Two Thousand One Hundred Fifty Eight and Paise Twenty Two Only.

Terms and Conditions :-

Specification / Brand	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	Villas Orchids Behind: Janapriya, Kowkur. Phone. 9502232100/9502266233
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 site use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For *Villa Orchids LLP*
Authorised Signatory

Name

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

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	VOC LLP	Date:	26-09-2020
Site & Phase:	VOC	Time:	12:02
Supplier:		Req. No.	63540
Material required before :	**28.09.2020**	ID No.	60245

No	Description	Size	Quantity	Units	Inward No	Date
1	Transparent Buckets	Big	4	Nos		
2	Steel buckets 70816	Small	05	Nos		
3	Plastic Jug	Small	02	Nos		
4	Dust pad	Small	04	Nos		
5	Dustbin covers 70817	Small	02	Packets		
6	Dettol	250ml	04	Nos		

Remarks: For voc site purpose

APPROVED
29 SEP 2020
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	K.Sneha	Approved by	A Suresh
Sign.& Date	26-09-2020	Sign. & Date	26-09-2020

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		
Villa Orchids LLP	DC No.	11817
Behind Janapriya, Kowkur, Hyderabad	DC Date.	30-10-2020
	PO No.	70816
	PO Date.	29-09-2020
	Req ID	60245
GSTIN : 36AANFG4817C1ZH	Req Date	28-09-2020
	Loc Req No	63540

	Description of Goods	HSN/SAC	Qty
1	4006 - Consumables - Bucket - other - nos	7310	4
2			
3			
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30			

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 42421
Date 03/11
Sign. Neha

INWARD
Inward No: 15421 Dt: 30/10/20
MRN No: 84661 Dt: 31/10/20
Received By: Sign:
VILLA ORCHIDS LLP

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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		
Villa Orchids LLP	Invoice No.	13932
Behind Janapriya, Kowkur, Hyderabad	Invoice Date.	30-10-2020
	PO No.	70816
	PO Date.	29-09-2020
	Req ID	60245
GSTIN : 36AANFG4817C1ZH	Req Date	28-09-2020
	Loc Req No	63540

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4006 - Consumables - Bucket - other - nos with MUG	7310	4	235.00	940.00	18	169.20
2							
3							
4							
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11							
12							
13							
14							
15							

Inward No: 15421 30/10/20
MRN No: 84661 31/10/20
Received By: Sign:
VILLA ORCHIDS LLP

IGST	CGST	SGST			
			Total Taxable Amount	940.00	169.20
	84.60	84.60	Total Invoice Amount	1,109.20	

Rupees : One Thousand One Hundred Nine and Paise Twenty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction