

PURCHASE DIVISION
Advice for approval for credit to supplier

Mistry B 11 -

Date: 29/10/2020		Prepared by: NEHA	
PO/WO no. 66944		PO / WO Date. 25/04/2020	
Supplier Name S S L P		PO/WO amount 35,001/-	
Firm/Company MPPL		Project Head office	
Sl. No.	Bill No.	Bill Date	Bill amount
1	11077	27/04/2020	35,001/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			35,001/-
Sl. No.	DC No	DC. Date	MRN No. DC matches MRN
1.			84025 ☐ 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:			35,001/-
Amount E – PO / WO value:			35,001/-
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		02/11/2020	
Remarks: Laptop given to Ashuys.			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign: Neha			
Date	29/10/2020	29/10/20	

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/-

Purchase Order

Page(s) 1 Of 1

28-10-2020 17:29:35

Original / Office Copy / Purchase Div.Copy

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, II nd 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 GSTIN 36ACQFS2044C1Z7 040-66335551 9618244433	Doc No	66944	16148 ✓
	Doc Date	25-04-2020	
	Quote No	nil	
	Quote Date	16-04-2020	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 5003 - Equipment - consumable durable - Laptop - NA - nos Dell	1.00	29,662.00	0.00	18.00	35,001.16
Total Order Value . . .					35,001.16
Rupees : Thirty Five Thousand One and Paise Sixteen Only.					

Terms and Conditions :-

Specification /	Items shall be Dell inspration laptop 3584, Intel i3 7th, 4GB RAM, 1 TB HDD, 15.6" , Windows 10
Payment Terms	After Delivery & Production of bill
Tax	Included in the above prices
Delivery Date	Tomorrow
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penalty For Delay	Nil
Transportation	Nil
Warranty	One year
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, damages if any in suppliers account at the time of delivery and instalation, above order is for Ashaya purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name : _____

Name : _____

Date : __/__/__

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Contact :-

TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

DC NO : ~~1077~~
9223

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 28-10-2020

Customer Details				Invoice No.		11077	
Modi Properties Private Limited.,				Invoice Date.		27-04-2020	
Sy No. 82/1, Mallapur, Nacharam, Hyderabad				PO No.		66944	
				PO Date.		25-04-2020	
				Req ID		56606	
				Req Date		25-04-2020	
GSTIN : 36AABCM4761E1ZM				Loc Req No		16148	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	5003 - Equipment - consumable durable - Laptop - Dell	84713010	1	29662.00	29,662.00	18	5,339.16
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
Total Taxable Amount				29,662.00		5,339.16	
Total Invoice Amount				35,001.16			
Rupees : Thirty Five Thousand One and Paise Sixteen Only.							

for Summit Sales LLP



Authorised signatory

Subject to Hyderabad Jurisdiction

[illegible]