PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	5/11/20.	Prepared by:	D.SOWMYA
PO/WO no.	71810.	PO / WO Date.	3/11/20.
Supplier Name	88lkp.	PO/WO amount	1,115
Firm/Company	Modi properties pvt ltd	Project	Head office.
Sl. No.	Bill No.	Bill Date	Bill amount
1	14013.	3/11/20.	1,115
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,115

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11898	3/11/20.		☑ 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:	1,105
Amount E – PO / WO value:	1,115
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	7.11.2020

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya		APPROVED 10 NOV 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	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	Invoice No.	14013
Modi Properties Pvt. Ltd.	Invoice Date.	03-11-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	71810
	PO Date.	03-11-2020
	Req ID	61185
GSTIN : 36AABCM4761E1ZM	Req Date	02-11-2020
	Loc Req No	16632

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	2092 - Carpentry - hardware - Door Stopper - NA -	8302	9	105.00	945.00	18	170.10
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	945.00		170.10
	85.05	85.05	Total Invoice Amount	1,115.10		

Rupees : One Thousand One Hundred Fifteen and Paise Ten Only.

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 70848 5/11

for Summit Sales LLP

Authorised signatory

Purchase Order

 03-11-2020 1:58:50 PM

Or 71810

30.10.20 4:44:38

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**	71810	16632
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	03-11-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	03-11-2020	
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	2092 - Carpentry - hardware - Door Stopper - NA - nos	9.00	105.00	0.00	18.00	1,115.10
					Total Order Value . . .	**1,115.10**

Rupees : One Thousand One Hundred Fifteen and Paise Ten Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After delivery and production of bill
Tax	Included in the above prices
Delivery Date	With in a 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	Nil
Warranty	One year on doors, 5 years on mortise lock, one year on other hardware items.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.above order is for 2nd floor ho, purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name : 06/11/2020

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:		MPPL		Date:		02-11-2020	
Site & Phase :		HEAD OFFICE		Time:		11:30AM	
Supplier				Req. No.		16632	
Material required before date:		Urgent		ID No.		61185	

No	Descriptioiln	Size	Quantity	Unibts	Inward No	Date
1	Door stopers	Std	9	NOS		
2						
3	7,810					
4						
5						
6						
7						
8						
9						
10						

Remarks :For 2nd FIOOR BATHROOM HEAD OFFICE

Prepared By	Abinay.T	Approved by	APPROVED
Sign.& Date	02- 11-2020	Sign. & Date	- 3 NOV 2020 P. PRABHAKAR Sr. MANAGER PURCHASE

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

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	Invoice No.	14013
Modi Properties Pvt. Ltd.	Invoice Date.	03-11-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	71810
	PO Date.	03-11-2020
	Req ID	61185
GSTIN : 36AABCM4761E1ZM	Req Date	02-11-2020
	Loc Req No	16632

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	2092 - Carpentry - hardware - Door Stopper - NA -	8302	9	105.00	945.00	18	170.10
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	945.00		170.10
	85.05	85.05	Total Invoice Amount	1,115.10		

Rupees : One Thousand One Hundred Fifteen and Paise Ten Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

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	DC No.	11898
Modi Properties Pvt. Ltd.	DC Date.	03-11-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	71810
	PO Date.	03-11-2020
	Req ID	61185
	Req Date	02-11-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	16632

	Description of Goods	HSN/SAC	Qty
1	2092 - Carpentry - hardware - Door Stopper - NA - nos	8302	9
2			
3			
4			
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INWARD
Inward No: 628 Dt: 03/11/20
MRN No: Dt:
Received By: Sign:
Saner
...RTIES

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 42537
Date 5/11/20
Sign