

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 5/11/20.		Prepared by: D.SOWMYA					
PO/WO no. 71808		PO / WO Date. 3/11/20					
Supplier Name SS/Ip.		PO/WO amount 4,458					
Firm/Company Modi properties pvt ltd		Project Head office					
Sl. No.	Bill No.	Bill Date	Bill amount				
1	14012	3/11/20.	4,458				
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):			4,458				
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	11897	3/11/20		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B –Other Credits :_Transportation charges			-				
Amount C –Other Debits :			-				
Amount D (D=A+B-C) – Amount to be credited to the supplier:			4,458				
Amount E – PO / WO value:			4,458				
Amount F – Difference (A – E): GST-18%			-				
Quantity received as per PO /WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)					
Is difference between PO / Bill acceptable?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (explained below)					
Excess / short material received		<input type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)					
Close PO / W?O		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)					
Advance paid / PDC given (deduct when paying)		<input type="checkbox"/> Yes – Rs. / <input checked="" type="checkbox"/> 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:	<i>Sowmya</i>						
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

Summit Sales LLP

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

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 03-11-2020

Customer Details				Invoice No.	14012		
Modi Properties Pvt. Ltd. HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD GSTIN : 36AABCM4761E1ZM				Invoice Date.	03-11-2020		
				PO No.	71808		
				PO Date.	03-11-2020		
				Req ID	61208		
				Req Date	02-11-2020		
				Loc Req No	16633		
Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt	
1 4794 - Electrical - other - Modular switch - 16 A - nos	8536	12	55.00	660.00	18	118.80	
2 4790 - Electrical - other - Modular socket - 15 A - nos	8536	12	89.00	1,068.00	18	192.24	
3 4792 - Electrical - other - Modular Step Dimmer - NA	8536	10	195.00	1,950.00	18	351.00	
4 4585 - Electrical - other - Insulation tape - NA - nos	8546	10	10.00	100.00	18	18.00	
5							
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IGST	CGST	SGST	Total Taxable Amount	3,778.00		680.04	
	340.02	340.02	Total Invoice Amount	4,458.04			

Rupees : Four Thousand Four Hundred Fifty Eight and Paise Four Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

03-11-2020 1:58:50 PM

Original

71808
30.10.20 4:44:38

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IIInd 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	71808	16633
Doc Date	03-11-2020	
Quote No	Nil	
Quote Date	03-11-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4794 - Electrical - other - Modular switch - 16 A - nos	12.00	55.00	0.00	18.00	778.80
2 4790 - Electrical - other - Modular socket - 15 A - nos	12.00	89.00	0.00	18.00	1,260.24
3 4792 - Electrical - other - Modular Step Dimmer - NA - Nos	10.00	195.00	0.00	18.00	2,301.00
4 4585 - Electrical - other - Insulation tape - NA - nos	10.00	10.00	0.00	18.00	118.00
Total Order Value . . .					4,458.04

Rupees : Four Thousand Four Hundred Fifty Eight and Paise Four Only.

Terms and Conditions :-

Specification / Brand As per details given in the quotation.

Payment Terms After Delivery & Production of bill

Tax Inclusive of all 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

Penalty For Delay Nil

Transportation Cost Transport cost shall be borne by us.

Warranty 10 years warranty.

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications.Payment as per actual receipt of material. Above order for HO purpose

Completion Date Nil

Measurement Nil

Security Nil

Remarks

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name : _____

[Signature]
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.		16633	
Material required before date:			Urgent	ID No.		61208
No	Descriptioiln	Size	Quantity	Unibts	Inward No	Date
1	switches (venia)	16amp	12	NOS		
2	soacket (venia)	16amp	12	NOS		
3	Step dimmer	Std	10	NOS		
4	stabiazers	std	7			
5	Insulation tapes	std	10			
6						
7						
8						
9						
10						
Remarks :For 3 RD FIOOR BATHROOM HEAD OFFICE						
Prepared By		Meenakshi.N	Approved by			
Sign.& Date		02- 11-2020	Sign. & Date			

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


APPROVED
 - 2 NOV 2020
 P. PRABHAKAR
 Sr. MANAGER PURCHASE

APPROVED
 - 2 NOV 2020
 P. PRABHAKAR
 Sr. MANAGER PURCHASE

Summit Sales LLP

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

Email: purchase@modiproperties.com

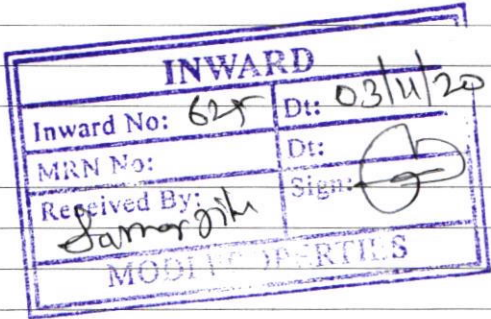
Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 03-11-2020

Customer Details	DC No.	11897
Modi Properties Pvt. Ltd.	DC Date.	03-11-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	71808
	PO Date.	03-11-2020
	Req ID	61208
	Req Date	02-11-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	16633

	Description of Goods	HSN/SAC	Qty
1	4794 - Electrical - other - Modular switch - 16 A - nos	8536	12
2	4790 - Electrical - other - Modular socket - 15 A - nos	8536	12
3	4792 - Electrical - other - Modular Step Dimmer - NA - Nos	8536	10
4	4585 - Electrical - other - Insulation tape - NA - nos	8546	10
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TAK

for Summit Sales LLP

 Authorised signatory

Subject to Hyderabad Jurisdiction



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GSTIN/UNI: 36ACQFS2044C1Z7


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		340.02	340.02	Total Invoice Amount			4,458.04

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