PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	3/11/20.	Prepared by:	D.SOWMYA
PO/WO no.	71721	PO / WO Date.	30/10/20
Supplier Name	Ssllp.	PO/WO amount	912
Firm/Company	Modi realty Miryalguda llp	Project	AVR Gulmohar homes
Sl. No.	Bill No.	Bill Date	Bill amount
1	13957	31/10/20.	912
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			912

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11842	31/10/20		☑ 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:	912
Amount E – PO / WO value:	912
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						
Date	3/11/20.						

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/-

Requisition Form

Company Name:	MRM LLP	Date:	30.10.2020	
Site & Phase:	AVR Gulmohar Homes	Time:	10.30	
Supplier:		Req. No.	165186	
	urgent	ID No.	61124	

No	Description	Size	Quantity	Units	Inward No	Date	
1	Black marker	std	20	nos			
2	Blue marker	std	10				
3	Red marker	std	10				
4	Blue pens	std	20	P.O. 71721			
5	Black pens	std	20				
6	Red pens	std	10				

Remarks: Above materials required for site and office use.

Prepared By	P.Anitha	Approved by		
Sign.& Date	30.10.2020	Sign. & Date		

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.	11842
Modi Reality (Miryalguda) LLP	DC Date.	31-10-2020
SY NO. 786, AVR Gulmohar Homes, Miryalguda, Nalgonda District, Telangana-508207	PO No.	71721
	PO Date.	30-10-2020
	Req ID	61124
	Req Date	30-10-2020
GSTIN : 36ABCFM6774G2ZZ	Loc Req No	165186

	Description of Goods	HSN/SAC	Qty
1	7544 - Stationery - other - Marker - NA - nos	9608	40
2	7560 - Stationery - other - Pen - NA - nos	9608	50
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21	INWARD		
22	Inward No: 14163 Date: 01/11/2020		
23	GRN No: 84698		
24	Received By: V. Vinod Sign: V. Vinod		
25	Modi Reality (Miryalguda) LLP		
26			
27			
28			
29			
30			

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 42891
Date 13/11
Sign Neha

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

TRANSIT COPY

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Modi Reality (Miryalguda) LLP	Invoice No.	13957
SY NO. 786, AVR Gulmohar Homes, Miryalguda, Nalgonda District, Telangana-508207	Invoice Date.	31-10-2020
	PO No.	71721
	PO Date.	30-10-2020
	Req ID	61124
	Req Date	30-10-2020
GSTIN : 36ABCFM6774G2ZZ	Loc Req No	165186

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7544 - Stationery - other - Marker - NA - nos	9608	40	16.00	640.00	12	76.80
	Blk-20,Blue-10,Red-10						
2	7560 - Stationery - other - Pen - NA - nos	9608	50	3.50	175.00	12	21.00
	Blue-20,Black-20,Red-10						
3							
4							
5							
6							
7							
8							
9							
10							
11	14063 01/11/20						
12	84698						
13	V. vinod V. vinod						
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	815.00	97.80
	48.90	48.90	Total Invoice Amount	912.80	

Rupees : Nine Hundred Twelve and Paise Eighty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction