PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	1/11/20.	Prepared by:	D.SOWMYA
PO/WO no.	71848	PO / WO Date.	4/11/20.
Supplier Name	Ssllp.	PO/WO amount	3,894.
Firm/Company	Modi properties pvt ltd	Project	MPL
Sl. No.	Bill No.	Bill Date	Bill amount
1	14161	9/11/20.	3,894
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,894

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	12027	9/11/20	85057	☑ 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:	3,894
Amount E – PO / WO value:	3,894
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	14.11.2020
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]					
Date	1/11/20	16/11					

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 ORIGINAL INVOICE

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Modi Properties Private Limited,.	Invoice No.	14161
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	09-11-2020
	PO No.	71848
	PO Date.	04-11-2020
	Req ID	61275
GSTIN : 36AABCM4761E1ZM	Req Date	04-11-2020
	Loc Req No	177089

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7571 - Stationery - other - Projects folder - NA - nos A3		500	5.50	2,750.00	18	495.00
2	7571 - Stationery - other - Projects folder - NA - nos A4		100	5.50	550.00	18	99.00
3							
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13							
14							
15							

MODI PROPERTIES PVT. LTD. * SEC'BAD * INWARD No. 71168 Date 12/11

IGST	CGST	SGST			
			Total Taxable Amount	3,300.00	594.00
	297.00	297.00	Total Invoice Amount	3,894.00	

Rupees : Three Thousand Eight Hundred Ninty Four Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 05-11-2020 11:36:56

71848
30.10.20 4:44:39

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 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad **GSTIN** 36ACQFS2044C1Z7 040-66335551 9618244433	**Doc No**	71848	177089
	Doc Date	04-11-2020	
	Quote No	Nil	
	Quote Date	04-11-2020	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7571 - Stationery - other - Projects folder - NA - nos *A3*	500.00	5.50	0.00	18.00	3,245.00
2	7571 - Stationery - other - Projects folder - NA - nos *A4*	100.00	5.50	0.00	18.00	649.00
					Total Order Value . . .	**3,894.00**

Rupees : Three Thousand Eight Hundred Ninty Four Only.

Terms and Conditions :-

Specification / 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 May Flower Platinum
Sy 82/1, Mallapur, Nacharam.
Phone. 7680971999

Penality For Delay Nil

Transportation 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 ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : ____________

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	04-11-2020
Site & Phase :	May Flower Platinum	Time:	10.40
Supplier		Req.No.	177089
Material required before date:	07-11-2020	ID No.	61275

No	Description	Size	Quantity	Units	Inward No	Date
1	Drawing covers	A3	500	Nos		
2	Drawing covers	A4	100	Nos		
3						
4						
5						
6						
7						
8						
9						
10						

P.O. 71848

Remarks: Towards site use purpose

Prepared By	K.Narender Reddy	Approved by	S.V.Subba Reddy
Sign.& Date	04-11-2020	Sign. & Date	

Note:

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

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

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		
Modi Properties Private Limited,.	DC No.	12027
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	DC Date.	09-11-2020
	PO No.	71848
	PO Date.	04-11-2020
	Req ID	61275
GSTIN : 36AABCM4761E1ZM	Req Date	04-11-2020
	Loc Req No	177089

	Description of Goods	HSN/SAC	Qty
1	7571 - Stationery - other - Projects folder - NA - nos		500
2	7571 - Stationery - other - Projects folder - NA - nos		100
3			
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MODI PROPERTIES PVT. LTD. INWARD No. 4576 Date 11/11/20 Sign. SEC'BAD

INWARD
Inward No. 4576 Dt. 9/11/20
MRN No: 8507 Dt.
Received By Sign
Modi Properties Pvt. Ltd
Sy.No.82/

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory