PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	11/11/20.	Prepared by:	D.SOWMYA
PO/WO no.	71845	PO / WO Date.	4/11/20.
Supplier Name	ssllp.	PO/WO amount	885
Firm/Company	Modi properties pvt ltd.	Project	MPL
Sl. No.	Bill No.	Bill Date	Bill amount
1	14155	9/11/20.	885
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			885

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	12021	9/11/20	85056.	☑ 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:				885
Amount E – PO / WO value:				885
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	11/11/20.	15/11					

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

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		
Modi Properties Private Limited,.	Invoice No.	14155
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	09-11-2020
	PO No.	71845
	PO Date.	04-11-2020
	Req ID	61256
GSTIN : 36AABCM4761E1ZM	Req Date	03-11-2020
	Loc Req No	177083

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	3511 - Computers and Peripherals - Key board - NA -	84716040	1	450.00	450.00	18	81.00
2	3516 - Computers and Peripherals - Mouse - NA - nos	84716060	1	300.00	300.00	18	54.00
3							
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15							

MODI PROPERTIES PVT. LTD. SEC'BAD

IGST	CGST	SGST	Total Taxable Amount	750.00	135.00
	67.50	67.50	Total Invoice Amount	885.00	

Rupees : Eight Hundred Eighty Five Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 05-11-2020 11:36:56 Orig

71845
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	**Doc No**	71845	177083
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	04-11-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	04-11-2020	
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	3511 - Computers and Peripherals - Key board - NA - nos	1.00	450.00	0.00	18.00	531.00
2	3516 - Computers and Peripherals - Mouse - NA - nos	1.00	300.00	0.00	18.00	354.00
					Total Order Value . . .	**885.00**

Rupees : Eight Hundred Eighty Five Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery of material and production of bill
Tax	Inclusive of all taxes
Delivery Date	Next 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	1yr.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for site office desktop purpose
Completion Date	Nil
Measurment	Nil
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:	03-11-2020
Site & Phase :	May Flower Platinum	Time:	11;40
Supplier		Req.No.	177083
Material required before date:	05-11-2020	ID No.	61256

No	Description	Size	Quantity	Units	Inward No	Date
1	Key board & Mouse	Std	01			
2						
3						
4						
5	P.O. 71845					
6						
7						
8						
9						
10						

Remarks: Towards site office use purpose

Prepared By	K.Sravani Reddy	Approved by	S.V.Subba Reddy
Sign.& Date	03-11-2020	Sign. & Date	

APPROVED
-5 NOV 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE

Note:

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.	12021
Modi Properties Private Limited,.	DC Date.	09-11-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	71845
	PO Date.	04-11-2020
	Req ID	61256
	Req Date	03-11-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	177083

	Description of Goods	HSN/SAC	Qty
1	3511 - Computers and Peripherals - Key board - NA - nos	84716040	1
2	3516 - Computers and Peripherals - Mouse - NA - nos	84716060	1
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MODI PROPERTIES PVT. LTD. INWARD No. 62679 Date 11/11/20 Sign SEC'BAD

INWARD
Inward No 14575 Dt 9/11/20
MRN No: 85056 Dt.
Received By Sign nikam
Modi Properties Pvt. Ltd Sy.No.82/1

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory

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	Invoice No.	14155
Modi Properties Private Limited,.	Invoice Date.	09-11-2020
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	71845
	PO Date.	04-11-2020
	Req ID	61256
	Req Date	03-11-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	177083

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	3511 - Computers and Peripherals - Key board - NA -	84716040	1	450.00	450.00	18	81.00
2	3516 - Computers and Peripherals - Mouse - NA - nos	84716060	1	300.00	300.00	18	54.00
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15							

IGST	CGST	SGST				
			Total Taxable Amount	750.00		135.00
	67.50	67.50	Total Invoice Amount	885.00		

Rupees : Eight Hundred Eighty Five Only.

Subject to Hyderabad Jurisdiction

INWARD
Inward No 14575 Dt 9/11/20
MRN No 85056 Dt.
Received By Sign Nizam
Modi Properties Pvt. Ltd
Sy.No.82/1

for Summit Sales LLP

Authorised signatory