PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	20/11/20.	Prepared by:	D.SOWMYA
PO/WO no.	72247	PO / WO Date.	18/11/20
Supplier Name	SSllp.	PO/WO amount	4,076.
Firm/Company	Modi properties pvt ltd	Project	H.O
Sl. No.	Bill No.	Bill Date	Bill amount
1	14301	19/11/20.	4,076
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			4,076

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	12135	19/11/20	85590	☑ 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:	4,076
Amount E – PO / WO value:	4,076
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	**21.11.2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts = receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]					
Date	20/11/20	24/11					

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

ORIGINAL INVOICE

#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 Pvt. Ltd.	Invoice No.	14301
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	Invoice Date.	19-11-2020
	PO No.	72247
	PO Date.	18-11-2020
	Req ID	61627
	Req Date	17-11-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	16675

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4803 - Electrical - conducting - PVC Round Cover - 3		20	10.00	200.00	18	36.00
2	4603 - Electrical - other - MCB - 10Amps - nos	8536	5	107.00	535.00	18	96.30
3	4605 - Electrical - other - MCB - 6Amps - nos	8536	5	107.00	535.00	18	96.30
4	4596 - Electrical - other - MCB - 16Amps - nos	8536	5	107.00	535.00	18	96.30
5	4789 - Electrical - other - Modular switch Blank	8538	150	11.00	1,650.00	18	297.00
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IGST	CGST	SGST	Total Taxable Amount	3,455.00	621.90
	310.95	310.95	Total Invoice Amount	4,076.90	

Rupees : Four Thousand Seventy Six and Paise Ninty Only.

for Summit Sales LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
No. 7913
Date 23/12
Sign. Neha

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

Original / 72247
16.11.20 11:21:50

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**	72247	16675
	Doc Date	18-11-2020	
	Quote No	Nil	
	Quote Date	18-11-2020	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4803 - Electrical - conducting - PVC Round Cover - 3 In - nos	20.00	10.00	0.00	18.00	236.00
2	4603 - Electrical - other - MCB - 10Amps - nos	5.00	107.00	0.00	18.00	631.30
3	4605 - Electrical - other - MCB - 6Amps - nos	5.00	107.00	0.00	18.00	631.30
4	4596 - Electrical - other - MCB - 16Amps - nos	5.00	107.00	0.00	18.00	631.30
5	4789 - Electrical - other - Modular switch Blank plates - NA - nos	150.00	11.00	0.00	18.00	1,947.00
	Total Order Value . . .					**4,076.90**

Rupees : Four Thousand Seventy Six and Paise Ninty Only.

Terms and Conditions :-

Specification / Brand	All items Sl.no.1 to 12 shall be of 'Wipro' brand,
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
Penality 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 NW side work purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Modi Properties Pvt.Ltd.***
Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions
For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	17-11-2020
Site & Phase :	Head Office	Time:	16:30PM
Supplier		Req. No.	16678
Material required before date:	Urgent	ID No.	61627

No	Discription	Size	Quantity	Unibts	Inward No	Date
1	Celing Fans 72248	1200 mm	09	NOS		
2	LED lights – wipro D541565(Day light)	15 watt	~~02~~ 9 72249	NOS		
3	LED spot light – wipro D320365 (Day light)	3 watt	15	NOS		
4	Blank plate switch dummy	STD	150	NOS		
5	PVC Round sheets	STD	20	NOS		
6	MCB 72247	10 amp	05	NOS		
7	MCB	6 amp	05	NOS		
8	MCB	16 amp	05	NOS		
9						
10						

Remarks :Towards NW side work purpose.

Prepared By	Meenakshi.N	Approved by	
Date	17-11-2020	Sign. & Date	

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

APPROVED
19 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	DC No.	12135
Modi Properties Pvt. Ltd.	DC Date.	19-11-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	72247
	PO Date.	18-11-2020
	Req ID	61627
GSTIN : 36AABCM4761E1ZM	Req Date	17-11-2020
	Loc Req No	16675

	Description of Goods	HSN/SAC	Qty
1	4803 - Electrical - conducting - PVC Round Cover - 3 In - nos		20
2	4603 - Electrical - other - MCB - 10Amps - nos	8536	5
3	4605 - Electrical - other - MCB - 6Amps - nos	8536	5
4	4596 - Electrical - other - MCB - 16Amps - nos	8536	5
5	4789 - Electrical - other - Modular switch Blank plates - NA - nos	8538	150
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INWARD
Inward No: 495 Dt: 19/11/20
MRN No: 85590 Dt:
Received By: Sai... Sign:
MODI PROPERTIES

Recived
19/11

MODI PROPERTIES PVT. LTD. INWARD No. 43073 Date 21/11/20 SEC'BAD

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

Summit Sales LLP

TRANSIT COPY

#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

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HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	Invoice Date.	19-11-2020
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IGST	CGST	SGST			
			Total Taxable Amount	3,455.00	621.90
	310.95	310.95	Total Invoice Amount	4,076.90	

Rupees : Four Thousand Seventy Six and Paise Ninty Only.

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Authorised signatory

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