PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	20/11/20.	Prepared by:	D.SOWMYA
PO/WO no.	72257	PO / WO Date.	18/11/20
Supplier Name	SSllp.	PO/WO amount	8,844
Firm/Company	Modi properties pvt ltd	Project	H.O
Sl. No.	Bill No.	Bill Date	Bill amount
1	14300.	19/11/20.	8,844
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			8,844

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10134	19/11/20	85589	☑ 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:				8844
Amount E – PO / WO value:				8,844
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 (exp~~lained below)
Excess / short material received	~~□ Approved – with~~in 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

#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 Pvt. Ltd.	Invoice No.	14300
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	Invoice Date.	19-11-2020
	PO No.	72251
	PO Date.	18-11-2020
	Req ID	61628
GSTIN : 36AABCM4761E1ZM	Req Date	17-11-2020
	Loc Req No	16674

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4793 - Electrical - other - Modular Switch - 6 A - nos	8536	80	36.00	2,880.00	18	518.40
2	4791 - Electrical - other - Modular socket - 6 A - nos	8536	30	65.00	1,950.00	18	351.00
3	4631 - Electrical - other - Modular Plate - 6way - nos	8536	45	57.00	2,565.00	18	461.70
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	7,495.00	1,349.10
	674.55	674.55	Total Invoice Amount	8,844.10	

Rupees : Eight Thousand Eight Hundred Fourty Four and Paise Ten Only.

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 7144 Date 23/11/20 Sign. Neha

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 18-11-2020 3:05:36 PM Origina

72251
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	**Doc No**	72251	16674
	Doc Date	18-11-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	18-11-2020	
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	4793 - Electrical - other - Modular Switch - 6 A - nos	80.00	36.00	0.00	18.00	3,398.40
2	4791 - Electrical - other - Modular socket - 6 A - nos	30.00	65.00	0.00	18.00	2,301.00
3	4631 - Electrical - other - Modular Plate - 6way - nos	45.00	57.00	0.00	18.00	3,026.70
4	4585 - Electrical - other - Insulation tape - NA - nos	10.00	10.00	0.00	18.00	118.00
					Total Order Value . . .	**8,844.10**

Rupees : Eight Thousand Eight Hundred Fourty Four and Paise Ten 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
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 HO cr electric 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:	15:30PM
Supplier		Req. No.	16674
Material required before date:	Urgent	ID No.	G1628

No	Discription	Size	Quantity	Unibts	Inward No	Date
1	18 modular plate switch board 7225	STD	01	NOS		
2	6 modular plates	STD	45	NOS		
3	10 amp switches	STD	80	NOS		
4	10 amp soackets 7225	STD	30	NOS		
5	Fruit packing cover	STD	1	Role		
6	Insulation tapes	STD	10	NOS		
7						
8						
9						
10						

Remarks :Towards 2nd floor CR area electrical work purpose.

Prepared By	Meenakshi.N	Approved by	
Date	17-11-2020	Sign. & Date	APPROVED 19 NOV 2020 P. PRABHAKAR Sr. MANAGER PURCHASE

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

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 Pvt. Ltd.	DC No.	12134
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	DC Date.	19-11-2020
	PO No.	72251
	PO Date.	18-11-2020
	Req ID	61628
	Req Date	17-11-2020
GSTIN : 36AABCM4791E1ZM	Loc Req No	16674

	Description of Goods	HSN/SAC	Qty
1	4793 - Electrical - other - Modular Switch - 6 A - nos	8536	80
2	4791 - Electrical - other - Modular socket - 6 A - nos	8536	30
3	4631 - Electrical - other - Modular Plate - 6way - nos	8536	45
4	4585 - Electrical - other - Insulation tape - NA - nos	8546	10
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INWARD
Inward No: 494 Dt: 19/11/20
MRN No: 85589 Dt:
Received By: Sign:
MODI PROPERTIES

Received
19/11

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 43074
Date 21/11/20
Sign.

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory