PURCHASE DIVISION

Advice for approval for credit to supplier

		Prepared by:	D.SOWMYA
Date	18/11/20.	PO / WO Date.	12/11/20.
PO/WO no.	72107	PO/WO amount	660.
Supplier Name	SSltp.	Project	GHT
Firm/Company	Mehta & Modi realty	Bill Date	Bill amount
Sl. No.	Bill No.		283
1	14257	17/11/20.	
2			
3			
4			283
Amount A – Bills total(Excluding Transport & Hamali Charges):			

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	12099.	17/11/20	8530	☑ 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:	283
Amount E – PO / WO value:	660
Amount F – Difference (A – E): GST-18%	377
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:	[signature]	[signature]					
Date	18/11/20.	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 approv 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, exclud transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds R 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
GSTIN/UNI: 36ACQFS2044C1Z7

…er / Customer / Transporter - Copy

Customer Details
…ehta & Modi Realty Kowkur LLP
Sy No. 196, Kowkur, Hyderabad

GSTIN : 36ABLFM7631F1A3

Invoice No.	14257
Invoice Date.	17-11-2020
PO No.	72107
PO Date.	12-11-2020
Req ID	61489
Req Date	12-11-2020
Loc Req No	140306

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7514 - Stationery - other - Cello Tape - other - nos Brown-Big		4	40.00	160.00	18	28.80
2	7514 - Stationery - other - Cello Tape - other - nos White-Big		2	40.00	80.00	18	14.40
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
					240.00		43.20

IGST	CGST	SGST		
			Total Taxable Amount	240.00
	21.60	21.60	Total Invoice Amount	283.20

Rupees : Two Hundred Eighty Three and Paise Twenty Only.

for Summit Sales LLP

Authorised Signatory

MODI PROPERTIES PVT. LTD. ★SEC'BAD★ INWARD No. 71364 Date 20/11 Sign. Newa

Subject to Hyderabad Jurisdiction

Purchase Order

 ?2-11-2020 16:36:20 C

72107
06.11.20 4:56:38

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-5000
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	72107	140306
	Doc Date	12-11-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	12-11-2020	
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	7514 - Stationery - other - Cello Tape - other - nos *Brown-Big*	12.00	40.00	0.00	18.00	566.40
2	7514 - Stationery - other - Cello Tape - other - nos *White-Big*	2.00	40.00	0.00	18.00	94.40
					Total Order Value . . .	**660.80**

Rupees : Six Hundred Sixty and Paise Eighty 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	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
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 office use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

Part bill received
Bill no: 14287
Bill date: 17/11/20
Bill amt: 283/-
Bal amt receivable: 377/-
Nehr
24/11/20

For *Mehta & Modi Realty Kowkur LLP*
Authorised Signatory

Name : ____________

Contact - -

Name : ____________

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

Date : __/__/____

Requisition Form

Company Name:	MEHTA AND MODI REALTY KOWKUR LLP	Date:	11-11-2020
Site & Phase:	GHT	Time:	16:30
Supplier:		Req. No.	140306
Material required before :	**15-11-2020**	ID No.	61489

No	Description	Size	Quantity	Units	Inward No	Date
1	Cello tapes [brown]	Big	12	No.s		
2	Cello tapes [white]	Big	02	No.s		

P.O. 72107

Remarks:For sticking to green hose pipes.

Prepared By	N.Shravya	Approved by	A.Suresh
Sign.& Date	11-11-2020	Sign. & Date	11-11-2020

APPROVED
13 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		
Mehta & Modi Realty Kowkur LLP	DC No.	12099
Sy No. 196, Kowkur, Hyderabad	DC Date.	17-11-2020
	PO No.	72107
	PO Date.	12-11-2020
	Req ID	61489
	Req Date	12-11-2020
GSTIN : 36ABLFM763 1F1A3	Loc Req No	140306

	Description of Goods	HSN/SAC	Qty
1	7514 - Stationery - other - Cello Tape - other - nos		4
2	7514 - Stationery - other - Cello Tape - other - nos		2
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INWARD
Inward No: 10596 Dt: 17/11/20
MRN No: 825317 Dt: 18/11/20
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP
Time - 16:46

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 43024 Date 20/11/20 Sign Neha

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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		
Mehta & Modi Realty Kowkur LLP	Invoice No.	14257
Sy No. 196, Kowkur, Hyderabad	Invoice Date.	17-11-2020
	PO No.	72107
	PO Date.	12-11-2020
	Req ID	61489
GSTIN : 36ABLFM763 1F1A3	Req Date	12-11-2020
	Loc Req No	140306

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7514 - Stationery - other - Cello Tape - other - nos Brown-Big		4	40.00	160.00	18	28.80
2	7514 - Stationery - other - Cello Tape - other - nos White-Big		2	40.00	80.00	18	14.40
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15							

INWARD

Inward No: 10596	Dt: 17/11/20
MRN No: 85317	Dt: 18/11/2020
Received By:	Sign:

MEHTA & MODI REALTY KOWKUR LLP

Time - 16:46

IGST	CGST	SGST				
			Total Taxable Amount	240.00		43.20
	21.60	21.60	Total Invoice Amount	283.20		

Rupees : Two Hundred Eighty Three and Paise Twenty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction