Barcode Sig Signatures

PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 28/10/20. | Prepared by: | D.SOWMYA |
| PO/WO no. | 70744 | PO / WO Date. | 25/9/20 |
| Supplier Name | Sillp. | PO/WO amount | 1,732 |
| Firm/Company | Matrix Recon pvt ltd. | Project | Matrix recon pvt ltd. |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1 | 13819 | 28/10/20. | 1,732 |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 1,732 |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | 11722 | 28/10/20 | | ☑ 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: | 1,732 |
| Amount E – PO / WO value: | 1,732 |
| 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 | **31.10.2020** |

Remarks:

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | Sowmya | [signature] | | | | | |
| Date | 28/10/20 | 28/11 | | | | | |

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

**GSTIN/UNI: 36ACQFS2044C1Z7**



**Customer Details**

Matrix Recon Pvt Ltd

United Avenues, Amigo, Sy No. 418, 425, 470, Near Narsingi, ORR Circle, Gandipet, TS

GSTIN : 27AAECM9665L1ZQ

| | |
|---|---|
| Invoice No. | 13819 |
| Invoice Date. | 23-10-2020 |
| PO No. | 70744 |
| PO Date. | 25-09-2020 |
| Req ID | 60196 |
| Req Date | 25-09-2020 |
| Loc Req No | 166171 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 4104 - Consumables - Saree - NA - Nos | 5407 | 3 | 550.00 | 1,650.00 | 5 | 0.00 |
| | Reshma - Uniform (Saree) | | | | | | |
| 2 | | | | | | | |
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| 15 | | | | | | | |

| IGST | CGST | SGST | | | | |
|---|---|---|---|---|---|---|
| 0.00 | | | Total Taxable Amount | 1,650.00 | | 0.00 |
| | | | Total Invoice Amount | | 1,732.50 | |

Rupees : One Thousand Seven Hundred Thirty Two and Paise Fifty Only.

**for Summit Sales LLP**

*Authorised signatory*

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD

INWARD

No. 70676

Date 3/11/20

Sign

 17-11-2020 17:48:46

# Purchase Order

Original / Office Copy / Purchase Div.Copy

From Company : **Matrix Recon**
5-4-187/3&4,II nd floor, MG Road, Secunderabad-500003
G S T No. :

**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** | 70744 | 166171 |
| **Doc Date** | 25-09-2020 | |
| **Quote No** | Nil | |
| **Quote Date** | 25-09-2020 | |
| **SupplyType** | Supply | |

**Kind Attn : Hamendra,Prabhakar**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 4104 - Consumables - Saree - NA - Nos<br>*Reshma - Uniform (Saree)* | 3.00 | 550.00 | 0.00 | 5.00 | 1,732.50 |
| | Rupees : One Thousand Seven Hundred Thirty Two and Paise Fifty Only. | | | | **Total Order Value . . .** | **1,732.50** |

**Terms and Conditions :-**

| | |
|---|---|
| **Specification / Brand** | Saree will be "Royal blue" with blouse, 6.00 meters. |
| **Payment Terms** | After delivery & production of bill |
| **Tax** | All taxes included in above price. |
| **Delivery Date** | Within one week |
| **Delivery Location** | United Avenues<br>Kokapet, Narsingi.<br>Phone. 040-66335551 |
| **Penality For Delay** | Nil |
| **Transportation Cost** | Included by us |
| **Warranty** | Nil |
| **Advance Paid** | By cheque |
| **Other Terms** | We reserve the rights to reject the items if not specify as per PO any Sample saree, any damage in saree suppliers responsilility, above order is for staff female, Purpose. |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | Nil |

For *Matrix Recon*
Authorised Signatory

Name :
Contact

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

Name : ____________

Date : __/__/____

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 | | |
|---|---|---|
| Matrix Recon Pvt Ltd | DC No. | 11722 |
| United Avenues, Amigo, Sy No. 418, 425, 470, Near Narsingi, ORR Circle, Gandipet, TS | DC Date. | 23-10-2020 |
| | PO No. | 70744 |
| | PO Date. | 25-09-2020 |
| | Req ID | 60196 |
| GSTIN : 27AAECM9665L1ZQ | Req Date | 25-09-2020 |
| | Loc Req No | 166171 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 4104 - Consumables - Saree - NA - Nos | 5407 | 3 |
| 2 | | | |
| 3 | | | |
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CHECKED
SECURITY/SUP.
By:.............. Dt: 23/10/20

MODI PROPERTIES ... SEC'BAD
INWARD No. 926
Date 14/11
Sign

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

*Authorised signatory*

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**



**Customer Details**

Matrix Recon Pvt Ltd

United Avenues, Amigo, Sy No. 418, 425, 470, Near Narsingi, ORR Circle, Gandipet, TS

GSTIN : 27AAECM9665L1ZQ

| | |
|---|---|
| Invoice No. | 13819 |
| Invoice Date. | 23-10-2020 |
| PO No. | 70744 |
| PO Date. | 25-09-2020 |
| Req ID | 60196 |
| Req Date | 25-09-2020 |
| Loc Req No | 166171 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 4104 - Consumables - Saree - NA - Nos | 5407 | 3 | 550.00 | 1,650.00 | 5 | 0.00 |
| | Reshma - Uniform (Saree) Received 3 sarees | | | | | | |
| 2 | | | | | | | |
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| 14 | | | | | | | |
| 15 | | | | | | | |

| IGST | CGST | SGST | | | |
|---|---|---|---|---|---|
| 0.00 | | | Total Taxable Amount | 1,650.00 | 0.00 |
| | | | Total Invoice Amount | 1,732.50 | |

Rupees : One Thousand Seven Hundred Thirty Two and Paise Fifty Only.

**for Summit Sales LLP**

*Authorised signatory*

Subject to Hyderabad Jurisdiction

| | | | | | |
|---|---|---|---|---|---|
| Company Name | Matrix recon Pvt ltd | | | | |
| Site & Phase | Matrix recon Pvt ltd | | | Requisition No. | 166[illegible]1 |
| Date | 25-09-20 | Time | 10:30 AM | ID No. | |
| Supplier | | | | | |
| Material required before | | | | Time: | |

| Sl. No. | Description | SIZE | QTY | UNITS |
|---|---|---|---|---|
| 1. | Sarees | STD | 3 | NOS |
| 2. | | | | |
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Remarks:

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|---|---|---|---|
| | | | ID. No: |
| Prepared By: | Iqra | Approved By: | |
| Sign. & Date: | 25-09-20 | Sign. & Date: | |

APPROVED
24 NOV 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE