PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	1/11/20.	Prepared by:	D.SOWMYA
PO/WO no.	71638.	PO / WO Date.	28/10/20.
Supplier Name	sslp.	PO/WO amount	5,061
Firm/Company	Modi properties pvt Ltd.	Project	H O.
Sl. No.	Bill No.	Bill Date	Bill amount
1	14127	7/11/20.	4,972
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			4,972

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11993.	7/11/20	85294	☑ 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:	4,972
Amount E – PO / WO value:	5,061
Amount F – Difference (A – E): GST-18%	89/–

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	1/11/20	2/11/20					

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.	14127
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	Invoice Date.	07-11-2020
	PO No.	71638
	PO Date.	28-10-2020
	Req ID	61008
	Req Date	22-10-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	16622

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4065 - Consumables - Vim bar - NA - nos	3405	10	42.00	420.00	18	75.60
2	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	8	85.00	680.00	18	122.40
3	4022 - Consumables - Dettol - NA - nos	3401	15	65.00	975.00	18	175.50
	Santoor-Hand wash						
4	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	8	85.00	680.00	18	122.40
5	4009 - Consumables - Coconut Broom - other - nos	9603	8	16.00	128.00	0	0.00
6	4055 - Consumables - Scrubber - NA - nos	9603	10	15.00	150.00	18	27.00
7	4059 - Consumables - Surf Detergent Powder - NA -	3402	14	25.00	350.00	18	63.00
8	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6	50.00	300.00	18	54.00
9	4040 - Consumables - Mopping Cloth - NA - nos	6307	12	16.00	192.00	5	9.60
10	4003 - Consumables - Bombay Broom - Big - nos	9603	8	56.00	448.00	0	0.00
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	4,323.00	649.50
	324.75	324.75	Total Invoice Amount	4,972.50	

Rupees : Four Thousand Nine Hundred Seventy Two and Paise Fifty Only.

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 1183
Date 11/11/20
Sign. Neha

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 17-11-2020 17:48:45 Original / Office Copy / Purchase Div.Copy

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**	71638	16622
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	28-10-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	28-10-2020	
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	4065 - Consumables - Vim bar - NA - nos	10.00	42.00	0.00	18.00	495.60
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	8.00	85.00	0.00	18.00	802.40
3	4022 - Consumables - Dettol - NA - nos Santoor-Hand wash	15.00	65.00	0.00	18.00	1,150.50
4	4035 - Consumables - Harpic - Cleaner - 500ml - nos	8.00	85.00	0.00	18.00	802.40
5	4009 - Consumables - Coconut Broom - other - nos	8.00	16.00	0.00	0.00	128.00
6	4055 - Consumables - Scrubber - NA - nos	15.00	15.00	0.00	18.00	265.50
7	4059 - Consumables - Surf Detergent Powder - NA - kgs	14.00	25.00	0.00	18.00	413.00
8	4046 - Consumables - Phinyle - 1Ltr - nos	6.00	50.00	0.00	18.00	354.00
9	4040 - Consumables - Mopping Cloth - NA - nos	12.00	16.00	0.00	5.00	201.60
10	4003 - Consumables - Bombay Broom - Big - nos	8.00	56.00	0.00	0.00	448.00
					Total Order Value . . .	**5,061.00**

Rupees : Five Thousand Sixty One Only.

Terms and Conditions :-

Specification / Brand	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	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	Nil

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : ____________

Contact

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Purchase Order

 17-11-2020 17:48:46

Original / Office Copy / Purchase Div.Copy

Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order for site use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name : ____________________

Contact

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________________

Date : __/__/____

DELIVERY CHALLAN

Romlay

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

1 of 1 : 07-11-2020

Customer Details		
Modi Properties Pvt.Ltd.	DC No.	11993
5-4-187/3 & 4 ,2 nd floor , m.g road	DC Date.	07-11-2020
	PO No.	71638
	PO Date.	28-10-2020
	Req ID	61008
GSTIN : 36AABCM4761E1ZM	Req Date	22-10-2020
	Loc Req No	16622

	Description of Goods	HSN/SAC	Qty
1	4065 - Consumables - Vim bar - NA - nos	3405	10
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	8
3	4022 - Consumables - Dettol - NA - nos	3401	15
4	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	8
5	4009 - Consumables - Coconut Broom - other - nos	9603	8
6	4055 - Consumables - Scrubber - NA - nos	9603	10
7	4059 - Consumables - Surf Detergent Powder - NA - kgs	3402	14
8	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6
9	4040 - Consumables - Mopping Cloth - NA - nos	6307	12
10	4003 - Consumables - Bombay Broom - Big - nos	9603	8
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MODI PROPERTIES PVT. LTD. SECBAD
INWARD
No. 42625
Date 10/11/20
Sign.

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

Customer Details		
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HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	Invoice Date.	07-11-2020
	PO No.	71638
	PO Date.	28-10-2020
	Req ID	61008
GSTIN : 36AABCM4761E1ZM	Req Date	22-10-2020
	Loc Req No	16622

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5	4009 - Consumables - Coconut Broom - other - nos	9603	8	16.00	128.00	0	0.00
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7	4059 - Consumables - Surf Detergent Powder - NA -	3402	14	25.00	350.00	18	63.00
8	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6	50.00	300.00	18	54.00
9	4040 - Consumables - Mopping Cloth - NA - nos	6307	12	16.00	192.00	5	9.60
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11							
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13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	4,323.00	649.50
	324.75	324.75	Total Invoice Amount	4,972.50	

Rupees : Four Thousand Nine Hundred Seventy Two and Paise Fifty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Company Name	MPPL				
Site & Phase	H.O			Requisition No.	16621
Date	22-10-20	Time	10:30 AM	ID No.	16622
Supplier					
Material required before				Time:	

Sl. No.	Description	SIZE	QTY	UNITS
1.	Vim bar		10	NOS
2.	Lisol		8	NOS
3.	Dettol		15	NOS
4.	Harpic		8	NOS
5.	Coconut broom		8	NOS
6.	Srubber		10	NOS
7.	Surf		14	NOS
8.	Phinyle		6	NOS
9.	Mopping Cloth		12	NOS
	Bombay broom		8	NOS

Remarks:

		ID. No:	
Prepared By:	Iqra	Approved By:	
Sign. & Date:	22-10-20	Sign. & Date:	

APPROVED
24 NOV 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE