PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	11/11/20	Prepared by:	D.SOWMYA
PO/WO no.	71549.	PO / WO Date.	22/10/20
Supplier Name	SSNp.	PO/WO amount	2,277.
Firm/Company	Modi builders Methodist	Project Complex.	H.O.
Sl. No.	Bill No.	Bill Date	Bill amount
1	14129	7/11/20.	2,277
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,277

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11995	7/11/20	85624	☑ 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:	2,277
Amount E – PO / WO value:	2,277
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	**14.11.2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]	APPROVED 26 NOV 2020				
Date	11/11/20	24/11	MINISH PARIKH MANAGER PROCUREMENT				

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	Invoice No.	14129
Modi Builders Methodist Complex	Invoice Date.	07-11-2020
5-4-187/3 & 4 ,2nd floor m.g road	PO No.	71549
	PO Date.	22-10-2020
	Req ID	60936
GSTIN : 36AABFM2938C2ZK	Req Date	21-10-2020
	Loc Req No	16602

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4009 - Consumables - Coconut Broom - other - nos	9603	4	16.00	64.00	0	0.00
2	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	4	85.00	340.00	18	61.20
3	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	4	85.00	340.00	18	61.20
4	4046 - Consumables - Phinyle - !Ltr - nos	2907	4	50.00	200.00	18	36.00
5	4014 - Consumables - Colin - 500ml - nos	3402	8	77.00	616.00	18	110.88
6	4003 - Consumables - Bombay Broom - Big - nos	9603	4	56.00	224.00	0	0.00
7	4098 - Consumables - Dust pan - NA - nos		2	25.00	50.00	18	9.00
8	4000 - Consumables - Acid - NA - ltrs	2806	4	20.00	80.00	18	14.40
9	4055 - Consumables - Scrubber - NA - nos	9603	4	15.00	60.00	18	10.80
10							
11							
12							
13							
14							
15							

MODI PROPERTIES PVT. LTD. * SEC'BAD * INWARD No. 71136 Date 12/11 Sign

IGST	CGST	SGST	Total Taxable Amount	1,974.00	303.48
	151.74	151.74	Total Invoice Amount	2,277.48	

Rupees : Two Thousand Two Hundred Seventy Seven and Paise Fourty Eight Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 23-10-2020 12:13:31

71549 .Copy

20.10.20 3:54:09

From Company : **Modi Builders Methodist Complex**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABFM2938C2ZK

Supplier Details			
Summit Sales LLP	**Doc No**	71549	16602
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	22-10-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	22-10-2020	
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	4009 - Consumables - Coconut Broom - other - nos	4.00	16.00	0.00	0.00	64.00
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	4.00	85.00	0.00	18.00	401.20
3	4035 - Consumables - Harpic - Cleaner - 500ml - nos	4.00	85.00	0.00	18.00	401.20
4	4046 - Consumables - Phinyle - 1Ltr - nos	4.00	50.00	0.00	18.00	236.00
5	4014 - Consumables - Colin - 500ml - nos	8.00	77.00	0.00	18.00	726.88
6	4003 - Consumables - Bombay Broom - Big - nos	4.00	56.00	0.00	0.00	224.00
7	4098 - Consumables - Dust pan - NA - nos	2.00	25.00	0.00	18.00	59.00
8	4000 - Consumables - Acid - NA - ltrs	4.00	20.00	0.00	18.00	94.40
9	4055 - Consumables - Scrubber - NA - nos	4.00	15.00	0.00	18.00	70.80
					Total Order Value . . .	**2,277.48**

Rupees : Two Thousand Two Hundred Seventy Seven and Paise Fourty Eight 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
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order for site use purpose.

For ***Modi Builders Methodist Complex***

Authorised Signatory

Name :

Contact

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name :

Date : __/__/____

Purchase Order

 23-10-2020 12:13:31

Original / Office Copy / Purchase Div.Copy

Completion Date NA

Measurment NA

Security Nil

Remarks

For ***Modi Builders Methodist Complex***

Authorised Signatory

Name : ______________________

Contact

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	Modi Builders Methodist Complex	Date:	20.10.2020
Site & Phase :	Head Office	Time:	02: 30 pm
		Req. No.	16602
Material required before date:		ID No.	60936

No	Description	Size	Quantity	Units	Inward No	Date
01	Lizol		04	No's		
02	Phenyl		04	No's		
03	Harpic		04	No's		
04	Coconut Brooms		04	No's		
05	Collin		08	No's		
06	Bombay Broom		04	No's		
07	Dust Pan		02	No's		
08	Acid		04	No's		
09	Scrubber		04	No's		

P.O. 71549

APPROVED
23 OCT 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE

Prepared By	Jai kumar	Approved by	
Date	20.10.2020	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 c3olumns.

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.	11995
Modi Builders Methodist Complex	DC Date.	07-11-2020
5-4-187/3 & 4 ,2nd floor m.g road	PO No.	71549
	PO Date.	22-10-2020
	Req ID	60936
GSTIN : 36AABFM2938C2ZK	Req Date	21-10-2020
	Loc Req No	16602

	Description of Goods	HSN/SAC	Qty
1	4009 - Consumables - Coconut Broom - other - nos	9603	4
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	4
3	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	4
4	4046 - Consumables - Phinyle - 1Ltr - nos	2907	4
5	4014 - Consumables - Colin - 500ml - nos	3402	8
6	4003 - Consumables - Bombay Broom - Big - nos	9603	4
7	4098 - Consumables - Dust pan - NA - nos		2
8	4000 - Consumables - Acid - NA - ltrs	2806	4
9	4055 - Consumables - Scrubber - NA - nos	9603	4
10			
11			
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16	MRN		
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Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 43020
Date 20/11/20
Sign. Neha

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

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7	4098 - Consumables - Dust pan - NA - nos		2	25.00	50.00	18	9.00
8	4000 - Consumables - Acid - NA - ltrs	2806	4	20.00	80.00	18	14.40
9	4055 - Consumables - Scrubber - NA - nos	9603	4	15.00	60.00	18	10.80
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IGST	CGST	SGST				
			Total Taxable Amount	1,974.00		303.48
	151.74	151.74	Total Invoice Amount	2,277.48		

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