PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	26/11/20.	Prepared by:	D.SOWMYA
PO/WO no.	72064	PO / WO Date.	11/11/20.
Supplier Name	SSllp.	PO/WO amount	10,419.
Firm/Company	Modi realty Mallapur llp	Project	GMR
Sl. No.	Bill No.	Bill Date	Bill amount
1	14382	24/11/20.	2,142
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,142

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10218.	24/11/20	85671	☑ 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:				2,142
Amount E – PO / WO value:				10,419.
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 (ex~~plained 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	**29.11.2020**
Remarks:	For PBS11

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]	APPROVED 28 NOV 2020 MINISH PARIKH MANAGER-PROCUREMENT				
Date	26/11/20	28/11					

Notes: 1. In case amount to be credited to supplier and the bill 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 Reality Mallapur LLP	Invoice No.	14382
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,	Invoice Date.	24-11-2020
	PO No.	72064
	PO Date.	11-11-2020
	Req ID	61420
GSTIN : 36AAEFM1459R1ZP	Req Date	10-11-2020
	Loc Req No	68578

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos	9608	80	3.50	280.00	12	33.60
	red-50,Blue-50						
2	7563 - Stationery - other - Pencil - NA - boxes	4421	2	42.00	84.00	12	10.08
3	7529 - Stationery - other - File Folders - NA - nos		200	5.50	1,100.00	18	198.00
	A3						
4	7593 - Stationery - other - Stapler - other - nos	9608	10	37.00	370.00	18	66.60
	small						
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15							

IGST	CGST	SGST				
			Total Taxable Amount	1,834.00		308.28
	154.14	154.14	Total Invoice Amount		2,142.28	

Rupees : Two Thousand One Hundred Fourty Two and Paise Twenty Eight Only.

for Summit Sales LLP

MODI PROPERTIES PVT. LTD. * SEC'BAD * INWARD No. 7613 Date 27/11 Sign. [illegible]

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

    11-11-2020 12:06:43

Or 72064
06.11.20 4:55:09

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	72064	68578
	Doc Date	11-11-2020	
GSTIN 36ACQFS2044C1Z7	**Quote No**	Nil	
	Quote Date	11-11-2020	
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	7560 - Stationery - other - Pen - NA - nos *red-50,Blue-50*		100.00	3.50	0.00	12.00	392.00
2	7523 - Stationery - other - Eraser - NA - nos		15.00	1.50	0.00	18.00	26.55
3	7585 - Stationery - other - Sharpner - NA - nos		15.00	3.00	0.00	12.00	50.40
4	7594 - Stationery - other - Stapler pin - other - boxes *small*		6.00	6.00	0.00	18.00	42.48
5	7563 - Stationery - other - Pencil - NA - boxes	Bal. 2	3.00	42.00	0.00	12.00	141.12
6	7529 - Stationery - other - File Folders - NA - nos *A3*	Bal. 200	500.00	5.50	0.00	18.00	3,245.00
7	7538 - Stationery - other - L - File Folders - NA - nos		50.00	8.40	0.00	18.00	495.60
8	7593 - Stationery - other - Stapler - other - nos *small*	Bal. 30	40.00	37.00	0.00	18.00	1,746.40
9	7509 - Stationery - other - Calculator - NA - nos		6.00	155.00	0.00	18.00	1,097.40
10	7594 - Stationery - other - Stapler pin - other - boxes *big*		4.00	15.00	0.00	18.00	70.80
11	7512 - Stationery - other - CD Marker - NA - nos		20.00	18.00	0.00	12.00	403.20
12	7544 - Stationery - other - Marker - NA - nos	~~Bal. 30~~	40.00	16.00	0.00	12.00	716.80
13	7572 - Stationery - other - Punch - 16mm - nos		4.00	62.00	0.00	18.00	292.64
14	7514 - Stationery - other - Cello Tape - other - nos *brown colour*	Bal. 30	30.00	40.00	0.00	18.00	1,416.00
15	7584 - Stationery - other - Scribbling Pads - other - nos		20.00	12.00	0.00	18.00	283.20
						Total Order Value . . .	**10,419.59**

Rupees : Ten Thousand Four Hundred Ninteen and Paise Fifty Nine Only.

=> Part Bills received of Rs. 651+5731 = 6382/-
(B.no: 14235/14201) and Bal. Bill of Rs. 4,038/-
to be receivable.

Terms and Conditions :-

Specification / Brand As per details given in the quotation.

Payment Terms After Delivery & Production of bill

For ***Modi Reality Mallapur LLP***

Authorised Signatory

11/11/2020

Name :

Contact

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Part Bill recieved of Rs. 2142/-
Bill No. 14382 dt. 24/11/20 Amt. 2142/- 24/11/20.
Bal. Amt. 1,896/- Bal Receivable

Name :

Date : 28/11

Purchase Order

24-11-2020 15:19:32

Original / Office Copy / Purchase Div.Copy

Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact Security ______, Admin 9502211011
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 office use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For ***Modi Reality Mallapur LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	MODI REALTY MALLAPUR LLP	Date:	09-11-2020
Site & Phase :	GULMOHAR RESIDENCY	Time:	14:00
Supplier		Req. No.	68578
Material required before date:	11-11-2020	ID No.	61420

No	Description	Size	Quantity	Units	Inward No	Date
1.	Red pens	Std	50	No's		
2.	pencils	Std	3	Box		
3.	Blue pens	std	50	No's		
4.	eraser	std	15	No's		
5.	Sharpener	std	15	No's		
6.	A3 file folders	Std	500	No's		
7.	L folders	Std	50	No's		
8.	staplers P.O. 72064	small	5	Box		
9.	Calculators	Std	6	No's		
10.	Stapler pins	small	6	No's		
11.	Stapler pins	big	4	No's		
12	CD markers	Std	20	No's		
13	Markers	big	40	No's		
14.	Punch machine	Big	4	No's		
15.	Cello tape (brown colour)	Big	30	No's		
16.	Scrippling pads	Std	20	No's		
17.	Clear file	Std	2	No's		

Remarks: for site office and sales office purpose at GMR site .

Prepared By	Likhitha	Approved by	APPROVED
Sign.& Date	09-11-2020	Sign. & Date	11 NOV 2020

MINISH PARIKH
MANAGER PROCUREMENT

Note:

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 Reality Mallapur LLP	DC No.	12216
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,	DC Date.	24-11-2020
	PO No.	72064
	PO Date.	11-11-2020
	Req ID	61420
GSTIN : 36AAEFM1459R1ZP	Req Date	10-11-2020
	Loc Req No	68578

	Description of Goods	HSN/SAC	Qty
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2	7563 - Stationery - other - Pencil - NA - boxes	4421	2
3	7529 - Stationery - other - File Folders - NA - nos		200
4	7593 - Stationery - other - Stapler - other - nos	9608	10
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MODI PROPERTIES PVT. LTD. ★ SEC'BAD ★
INWARD
No. 42203
Date 26/11
Sign. Neha

INWARD
MODI REALTY MALLAPUR LLP
Ward No 1392 Dt. 24/11/20
MRN No. 85671 Dt. 25/11/20
Received By Amit 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

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Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,	Invoice Date.	24-11-2020
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Subject to Hyderabad Jurisdiction

INWARD
MODI REALTY MALLAPUR LLP
Ward No 1392 Dt. 24/11/20
MRN No........ Dt........
Received By Anil Sign...

for Summit Sales LLP

Authorised signatory