

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		27/11/20.		Prepared by:		D.SOWMYA	
PO/WO no.		71800.		PO / WO Date.		3/11/20	
Supplier Name		- SSIIP.		PO/WO amount		1,187	
Firm/Company		Mehta & Modi Realty Project		Bill No.		644-1.	
Sl. No.		Bill No.		Bill Date		Bill amount	
1		14399		25/11/20.		644	
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						644	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	12233.	25/11/20	85699	☒ 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:						644.	
Amount E – PO / WO value:						1,187	
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			29.11.2020				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	27/11/20 3/12						

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

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

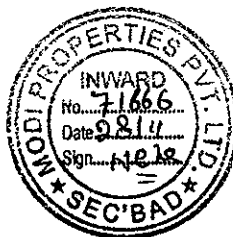
GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 25-11-2020

Customer Details				Invoice No.		14399	
Mehta & Modi Realty Kowkur LLP				Invoice Date.		25-11-2020	
Sy No. 196, Kowkur, Hyderabad				PO No.		71800	
GSTIN : 36ABLFM7631F1A3				PO Date.		03-11-2020	
				Req ID		61191	
				Req Date		02-11-2020	
				Loc Req No		140296	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos	9608	20	3.50	70.00	12	8.40
	Blue						
2	7514 - Stationery - other - Cello Tape - other - nos		12	40.00	480.00	18	86.40
	2 inch-Brown tape						
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
47.40				47.40		47.40	
Total Taxable Amount				550.00		94.80	
Total Invoice Amount				644.80			
Rupees : Six Hundred Forty Four and Paise Eighty Only.							

for Summit Sales LLP

Subject to Hyderabad Jurisdiction



 Authorised signatory

Purchase Order



71800

30.10.20 4:42:54

Copy

Page 1 of 1

03-11-2020 14:17:06

From Company : **Mehta & Modi Realty Kowkur LLP**

5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003

G S T No. : 36ABLFM7631F1Z3

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

71800

140296

Doc Date

03-11-2020

Quote No

Nil

Quote Date

03-11-2020

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 Blue	20.00	3.50	0.00	12.00	78.40
2 7514 - Stationery - other - Cello Tape - other - nos 2 inch-Brown tape	12.00	40.00	0.00	18.00	566.40
3 7544 - Stationery - other - Marker - NA - nos Blk	20.00	16.00	0.00	12.00	358.40
4 7565 - Stationery - other - Pencil Carbon Paper - NA - boxes	1.00	156.00	0.00	18.00	184.08

Total Order Value . . .**1,187.28**

Rupees : One Thousand One Hundred Eighty Seven and Paise Twenty 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** Greenwood Heights

Sy no: 196, Kowkur.

Phone. 040-66335551

Penalty 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.**Completion Date** NA**Measurement** NA**Security** Nil**Remarks**

Part bill received

Bill no: 14251

Bill date: 17/11/20

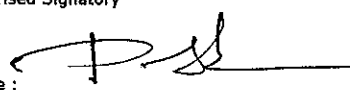
Bill amt: 542/-

Bal amt receivable: 645/-

N/eh
24/11/20For **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**Name : 

Name : _____

Date : __/__/__

Content

TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

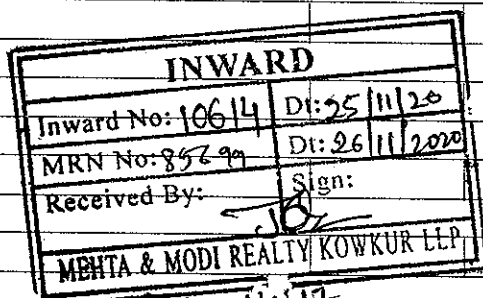
Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

TRANSIT COPY
1 of 1 : 25-11-2020

Customer Details				Invoice No.	14399		
Mehta & Modi Realty Kowkur LLP Sy No. 196, Kowkur, Hyderabad GSTIN : 36ABLFM7631F1A3				Invoice Date.	25-11-2020		
				PO No.	71800		
				PO Date.	03-11-2020		
				Req ID	61191		
				Req Date	02-11-2020		
				Loc Req No	140296		
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos Blue	9608	20	3.50	70.00	12	8.40
2	7514 - Stationery - other - Cello Tape - other - nos 2 inch-Brown tape		12	40.00	480.00	18	86.40
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
				47.40		47.40	
Total Taxable Amount				550.00		94.80	
Total Invoice Amount						644.80	

Rupees : Six Hundred Fourty Four and Paise Eighty Only.



for Summit Sales LLP

 Authorised signatory

Subject to Hyderabad Jurisdiction