PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	09/12/2020	Prepared by:	NEHA .C
PO/WO no.	72534	PO / WO Date.	28/11/2020
Supplier Name	SSllp	PO/WO amount	3818.48/-
Firm/Company	Modi Properties pvt	Project	Head office
Sl. No.	Bill No.	Bill Date	Bill amount
1	14537	02/12/2020	3818.48/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3818.48/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	12345	02/12/2020		☐ 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:	3818.48/-
Amount E – PO / WO value:	3818.48/-
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	11/12/2020
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]					
Date	09/12/2020	9/12					

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

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.	14537
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	Invoice Date.	02-12-2020
	PO No.	72534
	PO Date.	28-11-2020
	Req ID	61884
GSTIN : 36AABCM4761E1ZM	Req Date	28-11-2020
	Loc Req No	16704

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4820 - Electrical - wires - Cu multistand wires Green -		2	1618.00	3,236.00	18	582.48
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	3,236.00	582.48
	291.24	291.24	Total Invoice Amount	3,818.48	

Rupees : Three Thousand Eight Hundred Eighteen and Paise Fourty Eight Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

7197 8
08/12
Neha

Authorised signatory

Purchase Order

 28-11-2020 12:38:12 PM

Origi 72534 25.11.20 1:07:27

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 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	72534	16704
	Doc Date	28-11-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	28-11-2020	
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	4820 - Electrical - wires - Cu multistand wires Green - 3 20 or 2.5 sq mm - Bundle	2.00	1,618.00	0.00	18.00	3,818.48
					Total Order Value . . .	**3,818.48**

Rupees : Three Thousand Eight Hundred Eighteen and Paise Fourty Eight Only.

Terms and Conditions :-

Specification / Brand	All items shall be of "Gloster"brand, FRLSH grade.
Payment Terms	Within 30 days of delivery.
Tax	GST included in above price.
Delivery Date	Within 3 days
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 bome by us.
Warranty	Nl
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications Above order for 2nd floor new wiring purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For *Modi Properties Pvt.Ltd.*
Authorised Signatory

Name : ____________

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

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MPL	Date:	27-11-2020
Site & Phase :	HEAD OFFICE	Time:	16:00
Supplier		Req. No.	16704
Material required before date:	Urgent	ID No.	61884

No	Description	Size	Quantity	Units	Inward No	Date
1	3/20 wire green	STD	02	NOS		
2	72534					
3						
4						
5						
6						
7						
8						
9						
10						

APPROVED
28 NOV 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks : FOR 2nd Floor nw wing purpose

Prepared By	T.Abhinay	Approved by	
Sign.& Date	27- 11-2020	Sign. & Date	

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

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 Properties Pvt. Ltd.	DC No.	12345
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	DC Date.	02-12-2020
	PO No.	72534
	PO Date.	28-11-2020
	Req ID	61884
GSTIN : 36AABCM4761E1ZM	Req Date	28-11-2020
	Loc Req No	16704

	Description of Goods	HSN/SAC	Qty
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2			
3			
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5			
6			
7			
8			
9			
10			
11			
12			
13			
14	Received 03/12		
15			
16			
17			
18			
19	INWARD		
20	Inward No: 538 Dt: 02/12/20		
21	MRN No: Dt:		
22	Received By: Sign:		
23			
24	MODI PROPERTIES		
25			
26			
27			
28			
29			
30			

MODI PROPERTIES PVT. LTD. SECUNDERABAD
INWARD
No. 43569
Date
Sign. 7/12

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

TRANSIT COPY

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details

Modi Properties Pvt. Ltd.
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD

GSTIN : 36AABCM4761E1ZM

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for Summit Sales LLP

Authorised signatory

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