


PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		17/12/2020		Prepared by:		NEHA .C	
PO/WO no.		71376		PO / WO Date.		22/09/2020	
Supplier Name		SELLP		PO/WO amount		7,721.34/-	
Firm/Company		MPPL		Project		Head office	
Sl. No.	Bill No.	Bill Date	Bill amount				
1	14726	10/12/2020	7,721.34/-				
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):			7,721.34/-				
Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN			
1.	2672	22/09/2020		<input type="checkbox"/> Yes <input type="checkbox"/> No			
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B –Other Credits :_Transportation charges			—				
Amount C –Other Debits :			—				
Amount D (D=A+B-C) – Amount to be credited to the supplier:			7,721.34/-				
Amount E – PO / WO value:			7,721.34/-				
Amount F – Difference (A – E): GST-18%			—				
Quantity received as per PO /WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)					
Is difference between PO / Bill acceptable?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (explained below)					
Excess / short material received		<input checked="" type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)					
Close PO / W?O		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)					
Advance paid / PDC given (deduct when paying)		<input type="checkbox"/> Yes – Rs. ___/- <input checked="" type="checkbox"/> No					
Payment – due date		19/12/2020					
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	17/12/20	17/12					

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 : 10-12-2020

Customer Details				Invoice No.	14726	
Modi Properties Pvt. Ltd.				Invoice Date.	10-12-2020	
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD				PO No.	71376	
GSTIN : 36AABCM4761E1ZM				PO Date.	22-09-2020	
				Req ID	60035	
				Req Date	19-09-2020	
				Loc Req No	16503	
Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1 4000 - Consumables - Acid - NA - ltrs	2806	6	20.00	120.00	18	21.60
2 4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	8	85.00	680.00	18	122.40
3 4022 - Consumables - Dettol - NA - nos	3401	15	82.00	1,230.00	18	221.40
Hand wash						
4 4046 - Consumables - Phinyle - 1Ltr - nos	2907	6	50.00	300.00	18	54.00
5 4009 - Consumables - Coconut Broom - other - nos	9603	8	16.00	128.00	0	0.00
6 4041 - Consumables - Mopping stick - NA - nos	9603	6	125.00	750.00	18	135.00
7 4006 - Consumables - Bucket - other - nos	7310	4	245.00	980.00	18	176.40
Plastic wth Mug						
8 4040 - Consumables - Mopping Cloth - NA - nos	6307	10	16.00	160.00	5	8.00
9 4003 - Consumables - Bombay Broom - Big - nos	9603	8	56.00	448.00	0	0.00
10 4025 - Consumables - Door Mat - other - nos		8	55.00	440.00	18	79.20
11 4025 - Consumables - Door Mat - other - nos		3	55.00	165.00	18	29.70
12 4066 - Consumables - Water bottle - NA - nos		24	52.00	1,248.00	18	224.64
13						
14						
15						
IGST	CGST	SGST	Total Taxable Amount	6,649.00		1,072.34
	536.17	536.17	Total Invoice Amount	7,721.34		
Rupees : Seven Thousand Seven Hundred Twenty One and Paise Thirty Four Only.						

for Summit Sales LLP

Authorised Signatory

Subject to Hyderabad Jurisdiction



DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.
Tel : 040 - 6633 5551

M/s M P P L
Site: Head Office Secunderabad

DC No. : 2672
Date : 22/9/20
Vehicle No. : TS10UA0143
P.O. / W.O. No. : 16503
P.O. / W.O. Date :

Sl. No.	PARTICULARS	Quantity
1	Gasol	08 Nos
2	Phenyl	06 "
3	Acid	06 "
4	Mopping cloth	10 "
5	Mopping stick	06 "
6	Bombay Broom (big)	08 "
7	Coconut Broom	08 "
8	Santoor hand wash	15 "
9	Bucket	04 "
10	Mug	06 "
11	Door mat	08 "
12	Door mat 2x4	03 "
13	Wares bottle	24 "
14		
15	<i>Summit Ho for office use</i>	
16	<i>(NEW)</i>	
17		
18		
19		
20		

GSTIN :

Received the above materials in good condition.

Received by Ch. Krishna

Stamp
[Signature]

Date :

For **SUMMIT SALES LLP**

[Signature]
Authorised Signatory

Purchase Order



71376

10.10.20 12:35:31

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

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	71376	16503
Doc Date	22-09-2020	
Quote No	Nil	
Quote Date	22-09-2020	
SupplyType	Supply	

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4000 - Consumables - Acid - NA - ltrs	6.00	20.00	0.00	18.00	141.60
2 4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	8.00	85.00	0.00	18.00	802.40
3 4022 - Consumables - Dettol - NA - nos Hand wash	15.00	82.00	0.00	18.00	1,451.40
4 4046 - Consumables - Phinyle - 1Ltr - nos	6.00	50.00	0.00	18.00	354.00
5 4009 - Consumables - Coconut Broom - other - nos	8.00	16.00	0.00	0.00	128.00
6 4041 - Consumables - Mopping stick - NA - nos	6.00	125.00	0.00	18.00	885.00
7 4006 - Consumables - Bucket - other - nos Plastic wth Mug	4.00	245.00	0.00	18.00	1,156.40
8 4040 - Consumables - Mopping Cloth - NA - nos	10.00	16.00	0.00	5.00	168.00
9 4003 - Consumables - Bombay Broom - Big - nos	8.00	56.00	0.00	0.00	448.00
10 4025 - Consumables - Door Mat - other - nos	8.00	55.00	0.00	18.00	519.20
11 4025 - Consumables - Door Mat - other - nos	3.00	55.00	0.00	18.00	194.70
12 4066 - Consumables - Water bottle - NA - nos	24.00	52.00	0.00	18.00	1,472.64
Total Order Value ...					7,721.34

Rupees : Seven Thousand Seven Hundred Twenty One and Paise Thirty Four Only.

Terms and Conditions :-

Specification / 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

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ___/___/___

Contact : _____

Company Name		Modi Properties Pvt.Ltd		
Site & Phase		Head Office		Requisition No. 16503
Date		22-09-2020	Time	11:30 AM
Supplier		60035		
Material required before		Time:		
Sl. No.	Description	SIZE	QTY	UNITS
1.	Lizol	std	08	Nos
2	Phenyl	std	06	Nos
3	Acid	std	06	Nos
4	Mopping cloth	std	10	Nos
5	Mopping stick	std	06	Nos
6	Bombay Broom (big)	std	08	Nos
7	Coconut Broom	std	08	Nos
8	Santoor Hand wash	std	15	Nos
9	Bucket	std	04	Nos
10	Mug	std	06	Nos
11	Door mat	std	08	Nos
12	Door mat 2*4	std	03	Nos
13	Water bottle	std	24	Nos
Remarks:				
Prepared By: Iqra		Approved By:		
Sign. & Date: 22-09-2020		Sign. & Date:		

P.O. 71376

ID. No:

APPROVED

11 NOV 2020

MINISH PARIKH
MANAGER PROCUREMENT

DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.
Tel : 040 - 6633 5551

M/s M P P L
Site: Head Office Secunderabad

DC No. : **2672**
Date : 22/9/20
Vehicle No. : TS10UA0143
P.O. / W.O. No. Reg- 16503
P.O. / W.O. Date :

Sl. No.	PARTICULARS	Quantity
1	Gasol	08 Nos
2	Phenyl	06 "
3	Acid	06 "
4	Mopping cloth	10 "
5	Mopping stick	06 "
6	Bombay Broom (big)	08 "
7	Coconut Broom	08 "
8	Santoor hand wet	15 "
9	Bucket	04 "
10	Mug	06 "
11	Door mat	08 "
12	Door mat 2x4	03 "
13	Water bottle	24 "
14		
15	<i>Send to Ho for office use</i>	
16		
17		
18		
19		
20		

INWARD	
Inward No: <u>494</u>	Dt: <u>22/9/20</u>
MRN No:	Dt:
Received By: <u>[Signature]</u>	Sign: <u>[Signature]</u>
MODI PROPERTIES	



GSTIN :

Received the above materials in good condition.

Received by: Ch. Krishna

Stamp: [Signature]

Date :

For **SUMMIT SALES LLP**

[Signature]
Authorised Signatory