

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		17/12/2020		Prepared by:		NEHA .C	
PO/WO no.		71379		PO / WO Date.		08/09/2020	
Supplier Name		SSLP		PO/WO amount		2,240 /-	
Firm/Company		MPPL		Project		Head office	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	14727	10/12/2020		2,240 /-			
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						2,240 /-	
Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN			
1.	2675	28/09/2020		☐ 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:						2,240 /-	
Amount E – PO / WO value:						2,240 /-	
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			19/12/2020				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha P.S.						
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/-

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

1 of 1 : 10-12-2020

Customer Details				Invoice No.	14727		
Modi Properties Pvt. Ltd. HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD GSTIN : 36AABCM4761E1ZM				Invoice Date.	10-12-2020		
				PO No.	71379		
				PO Date.	08-09-2020		
				Req ID	59241		
				Req Date	20-08-2020		
				Loc Req No	16414		
Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt	
1 4112 - Consumables - Sanitizer - 500 ml - Nos		10	200.00	2,000.00	12	240.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST	CGST	SGST	Total Taxable Amount	2,000.00		240.00	
	120.00	120.00	Total Invoice Amount	2,240.00			

Rupees : Two Thousand Two Hundred Fourty 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 MPPL H.ODC No. : 2675Date : 28/9/20

Vehicle No. :

Site: Head officeP.O. / W.O. No. Reg- 16114

P.O. / W.O. Date :

Sl. No.	PARTICULARS	Quantity
1	Sanitizer (NEW)	10 Nos
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16	Seal to the jar for use	
17		
18		
19		
20		10 Nos

STIN :

Received the above materials in good condition.

Received by : Regnu

Stamp:

28/9/20

For SUMMIT SALES LLP

Authorised Signatory

Purchase Order

Page(s) 1 Of 1

11-11-2020 10:23:22



py

From Company : **Modi Properties Pvt.Ltd.**

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

G S T No. : 36AABCM4761E1ZM

71379

10.10.20 12:35:31

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

71379

16414

Doc Date

08-09-2020

Quote No

Nil

Quote Date

08-09-2020

SupplyType

Supply And Installation

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4112 - Consumables - Sanitizer - 500 ml - Nos	10.00	200.00	0.00	12.00	2,240.00
Total Order Value . . .					2,240.00
Rupees : Two Thousand Two Hundred Fourty 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**Penalty For Delay** Nil**Transportation** 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**Measurment** NA**Security** Nil**Remarks**For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Contact : _____

[illegible]

DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.

Tel : 040 - 6633 5551

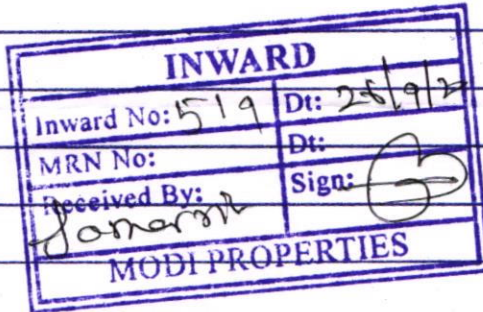
M/s MPPL H-ODC No. : **2675**Date : 28/9/20Site: Head office

Vehicle No. :

P.O. / W.O. No. Reg- 16414

P.O. / W.O. Date :

Sl. No.	PARTICULARS	Quantity
1	Sanitizer (NEW)	10 Nos
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		10 Nos

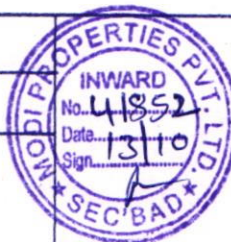


GSTIN :

Received the above materials in good condition.

Received by : Regny

Stamp:

Date : 28/9/20For **SUMMIT SALES LLP**

Authorised Signatory