

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	17/12/2020	Prepared by:	T.D. Murthy
PO/WO no.	71371	PO / WO Date.	22/09/2020
Supplier Name	Summit Sales LLP	PO/WO amount	Rs. 6,711/-
Firm/Company	Modi Properties PVT LTD	Project	Head Office
Sl. No.	Bill No.	Bill Date	Bill amount
1.	14729	10/12/2020	Rs. 2,812/-
2.			-
3.			-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 2,812/-
Sl. No.	DC No	DC. Date	MRN No.
1.	2673	22/09/2020	-
2.	-	-	-
3.	-	-	-
4.	-	-	-
Amount B –Other Credits :			-
Amount C –Other Debits :			-
Amount D (D=A+B-C) – Amount to be credited to the supplier:			Rs. 2,812/-
Amount E – PO / WO value:			Rs. 6,711/-
Amount F – Difference (A – E):			Rs. -3,899/-
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: <u>Part bill received.</u>			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
Date			

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 10-12-2020

Customer Details				Invoice No.	14729		
Modi Properties Pvt. Ltd.				Invoice Date.	10-12-2020		
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD				PO No.	71371		
GSTIN : 36AABCM4761E1ZM				PO Date.	22-09-2020		
				Req ID	60034		
				Req Date	19-09-2020		
				Loc Req No	16504		
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4065 - Consumables - Vim bar - NA - nos	3405	4	42.00	168.00	18	30.24
2	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	6	85.00	510.00	18	91.80
3	4022 - Consumables - Dettol - NA - nos	3401	4	82.00	328.00	18	59.04
	Hand wash						
4	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6	85.00	510.00	18	91.80
5	4046 - Consumables - Phynyle - 1Ltr - nos	2907	4	50.00	200.00	18	36.00
6	4022 - Consumables - Dettol - NA - nos	3401	1	82.00	82.00	18	14.76
7	4041 - Consumables - Mopping stick - NA - nos	9603	4	125.00	500.00	18	90.00
8	4040 - Consumables - Mopping Cloth - NA - nos	6307	6	16.00	96.00	5	4.80
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
Total Taxable Amount				2,394.00		418.44	
Total Invoice Amount				2,812.44			

Rupees : Two Thousand Eight Hundred Twelve and Paise Fourty 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 LDC No. : 2673Date : 22/9/20Vehicle No. : TS100A0143Site: Head office SecunderabadP.O. / W.O. No. : Log - 16504/16507

P.O. / W.O. Date :

Sl. No.	PARTICULARS	Quantity
1	Uso1	06 kg
2	Phenyl	04 "
3	Harpic	06 "
4	Mopping cloth	06 "
5	Mopping stick	04 "
6	Savalon (1 liter)	01 "
7	Vim bar	04 "
8	Santoor hand wear	04 "
9	<u>Water bottle</u>	<u>24 "</u>
10		
11		
12		
13	Sundip is Ho ja spec use (NEW)	
14		
15		
16		
17		
18		
19		
20		

GSTIN :

Received the above materials in good condition.

Received by : Ch. Krishna

Stamp:

Date :

For SUMMIT SALES LLP

Authorised Signatory

Purchase Order

Page(s) 1 Of 2

10-12-2020 15:01:04



71371

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	71371	16504
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 4065 - Consumables - Vim bar - NA - nos	4.00	42.00	0.00	18.00	198.24
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	4.00	82.00	0.00	18.00	387.04
4 4035 - Consumables - Harpic - Cleaner - 500ml - nos	6.00	85.00	0.00	18.00	601.80
5 4046 - Consumables - Phynyle - 1Ltr - nos	4.00	50.00	0.00	18.00	236.00
6 4022 - Consumables - Dettol - NA - nos	24.00	82.00	0.00	18.00	2,322.24
7 4041 - Consumables - Mopping stick - NA - nos	4.00	125.00	0.00	18.00	590.00
8 4040 - Consumables - Mopping Cloth - NA - nos	6.00	16.00	0.00	5.00	100.80
9 4108 - Consumables - Water Bottle - NA - Nos	24.00	52.00	0.00	18.00	1,472.64
Total Order Value . . .					6,711.16

Rupees : Six Thousand Seven Hundred Eleven and Paise Sixteen 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	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 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.

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Part Bill received of R. 28/12/- a

B.no. 114729 and Bal. Bill of

10/1/20
R. 3899/- to be receivable.af
10/1/20

Name : _____

Name : _____

Date : __/__/__

Purchase Order

Page(s) 2 Of 2

11-11-2020 10:23:22

Original / Office Copy / Purchase Div.Copy

Completion Date NA
Measurement NA
Security Nil
Remarks

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name :

Contact :-

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name :

Date : __/__/__

Company Name		Modi Properties Pvt.Ltd			
Site & Phase		Head Office		Requisition No.	
Date		22-09-2020	Time	11:30 AM	16504
Supplier					
Material required before				Time:	60034/60034
Sl. No.	Description	SIZE	QTY	UNITS	
1.	Lizol	std	08	Nos	
2	Phenyl	std	04	Nos	
3	Harpic	std	06	Nos	
4	Mopping cloth	std	06	Nos	
5	Mopping stick	std	04	Nos	
6	Savalon (1 litre)	std	01	Nos	
7	Vimbar	std	04	Nos	
8	Santoor Hand wash	std	04	Nos	
9	Water bottle	std	24	Nos	
					
Remarks:					
				ID. No:	
Prepared By:	Iqra	Approved By:			
Sign. & Date:	22-09-2020	Sign. & Date:			

DELIVERY CHALLAN

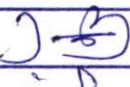
SUMMIT SALES LLP

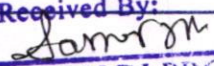
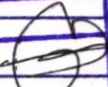
5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.

Tel : 040 - 6633 5551

M/s M P P L (gasta)DC No. : **2673**Date : 22/9/20Site: Head Office SecunderabadVehicle No. : TS10UA0143P.O. / W.O. No. : Reg - 16504/16509

P.O. / W.O. Date :

Sl. No.	PARTICULARS	Quantity
1	Uso 1	06 Nos
2	Phenyl	04 (1)
3	Harpic	06 (1)
4	Mopping cloth	06 (1)
5	Mopping stick	04 (1)
6	Savlon (1 liter)	01 (1)
7	Vim bar	04 (1)
8	Santoon hand wash	04 (1)
9	Water bottle (Concealer) 	24 (4)
10	To be used 2622 this is for Ho	
11		
12		
13	Send to Ho for office use	
14		
15		(NEW)
16		
17		
18		
19		
20		

INWARD	
Inward No: <u>498</u>	Dt: <u>22-9-20</u>
MRN No:	Dt:
Received By: 	Sign: 
MODI PROPERTIES	



GSTIN :

Received the above materials in good condition.

Received by : Ch. Krishna

Stamp:

Date :

For SUMMIT SALES LLP

Authorised Signatory