

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/12/2020	Prepared by:	MINISH.
PO / WO no.	72759	PO / WO Date.	07/12/2020
Supplier Name	SS LLP.	PO/WO amount	778/-
Firm Company	Nilgiri Estates.	Project	NE.
Sl. No.	Bill No.	Bill Date	Bill amount
1	14709	10/12/2020	778/-
2			
3			
4			

Amount A - Bills total(Excluding Transport & Hamali Charges):

Sl. No.	DC No	DC. Date	MRN No.	
1.	12570	10/12/2020	86202	778/-
2.				DC matches MRN
3.				☒ Yes ☐ No
				☐ Yes ☐ No
				☐ 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:

Amount E - PO / WO value:

Amount F - Difference (A - E): GST-18%

Quantity received as per PO /WO

Is difference between PO / Bill acceptable?

Excess short material received

Close PO / WO

Advance paid : PDC given (deduct when paying)

Payment - due date

Remarks:

☒ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)

☐ Yes ☐ No (explained below)

☐ Approved - within acceptable limits ☐ No (explained below)

☒ Yes ☐ No - wait for balance material ☐ No (explained below)

☐ Yes - Rs. /- ☒ No

21/12/2020.

41

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts - receiver of bill	Accountant	Accounts Manager
Sign:							
Date	3-12-20	18/12	18 DEC 2020				

APPROVED

18 DEC 2020

MINISH PARIKH
MANAGER PROCUREMENT

Notes: 1. In case amount to be credited to supplier exceeds the space provided, clearly mark the space provided with "see additional sheets if quantity of bills or DCs is more than the space provided". 2. Attach "seal of the purchase division". 3. Purchase Officer can approve Pos/Wos upto Rs. 10,000/-, Purchase Manager or Procurement Manager to approve 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. 1,00,000/- 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

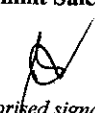
GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 10-12-2020

Customer Details				Invoice No.		14709	
Nilgiri Estates Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad GSTIN : 36AAHFN0766F1ZA				Invoice Date.		10-12-2020	
				PO No.		72759	
				PO Date.		07-12-2020	
				Req ID		62098	
				Req Date		07-12-2020	
				Loc Req No		175067	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7593 - Stationery - other - Stapler - other - nos	9608	2	37.00	74.00	18	13.32
2	7578 - Stationery - other - Ring Binder - other - nos		3	195.00	585.00	18	105.30
	A3 for circulers filing						
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
				59.31		59.31	
Total Taxable Amount				659.00		118.62	
Total Invoice Amount				777.62			

Rupees : Seven Hundred Seventy Seven and Paise Sixty Two Only.

for Summit Sales LLP


 Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 of 1

07-12-2020 16:16:18

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72759

25.11.20 1:31:18

From Company : **Nilgiri Estates**

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

G S T No. : 36AAHFN0766F1ZA

Supplier DetailsSummit Sales LLP
5-4-187/3&4, II nd floor, Soham Mansion, MG Road, Secunderabad**GSTIN** 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	72759	175067
Doc Date	07-12-2020	
Quote No	Nil	
Quote Date	07-12-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7593 - Stationery - other - Stapler - other - nos	2.00	37.00	0.00	18.00	87.32
2 7578 - Stationery - other - Ring Binder - other - nos A3 for circulars filing	3.00	195.00	0.00	18.00	690.30
Total Order Value . . .					777.62

Rupees : Seven Hundred Seventy Seven and Paise Sixty Two 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** Nilgiri Estate
Sy.No.143/133/134/135/136, Rampally Village.
Phone. 9030931172, 8297349480**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 office use purpose.**Completion Date** NA**Measurment** NA**Security** Nil**Remarks**For **Nilgiri Estates**

Authorised Signatory

Name : _____

Contact : _____

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : ____/____/____

mRequisition For

Company Name:		NILGIRI ESTATES		Date:		05-12-2020	
Site & Phase :		NILGIRI ESTATE		Time:		3:40	
Supplier				Req. No.		175067	
Material required before date:		Urgent		ID No.		62098	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Folder files(For circulars) <i>A3 Ring binder 1/2</i>	STD	03	No's			
3	Flat Files	STD	04	No's			
4	Staplers (small)	STD	02	No's			
5							
6							
7							
8							
9							
10							

Remarks: - club house existing camera not working *AS 759*

APPROVED
07 DEC 2020
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	Vijay	Approved by	
Sign. & Date	05-12-2020	Sign. & Date	

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

Site & Phase :		Time:				
Supplier		Req. No.				
Material required before date:		Urgent		ID No.		
No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:

Prepared By		Approved by	
Sign. & Date		Sign. & Date	

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

Summit Sales LLP

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

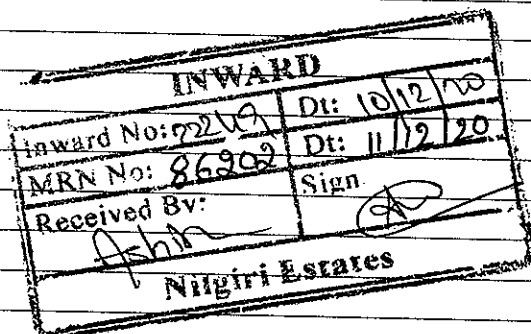
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

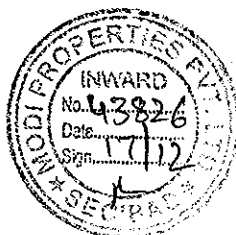
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1 of 1 : 10-12-2020

Customer Details		DC No.	12510
Nilgiri Estates		DC Date.	10-12-2020
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad		PO No.	72759
		PO Date.	07-12-2020
		Req ID	62098
		Req Date	07-12-2020
		Loc Req No	175067
GSTIN : 36AAHFN0766F1ZA			
	Description of Goods	HSN/SAC	Qty
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2	7578 - Stationery - other - Ring Binder - other - nos		3
3			
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Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorized signatory

Summit Sales LLP

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

Email: purchase@modiproperties.com

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GSTIN : 36AAHFN0766F1ZA				PO Date.		07-12-2020	
				Req ID		62098	
				Req Date		07-12-2020	
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