PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/12/2020	Prepared by:	MINISH.
PO WO no.	72594.	PO / WO Date.	01/12/2020
Supplier Name	SSLLP.	PO/WO amount	6,470/-
Firm Company	Modi Realty Mallapur LLP.	Project	GMR.
Sl. No.	Bill No.	Bill Date	Bill amount
1	14700	10/12/2020	2,036/-
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges): 2,036/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	12501	10/12/2020	86312	☑ 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:	2,036/-
Amount E – PO / WO value:	6,470/-
Amount F – Difference (A – E): GST-18%	4,434/-

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	21/12/2020.

Remarks: PO cleared, No Balance.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign.			APPROVED 18 DEC 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	3-12-20	18/12					

Note: 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 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. ...000/-. 7. MD to approve all bills above 1,00,000/-

TAX INVOICE

ORIGINAL 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

Customer Details	Invoice No.	14700
Modi Reality Mallapur LLP	Invoice Date.	10-12-2020
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,	PO No.	72594
	PO Date.	01-12-2020
	Req ID	61952
GSTIN : 36AAEFM1459R1ZP	Req Date	01-12-2020
	Loc Req No	68625

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4041 - Consumables - Mopping stick - NA - nos	9603	5	125.00	625.00	18	112.50
2	4006 - Consumables - Bucket - other - nos	7310	5	220.00	1,100.00	18	198.00
3							
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9							
10		86312					
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	1,725.00		310.50
	155.25	155.25	Total Invoice Amount		2,035.50	

Rupees : Two Thousand Thirty Five and Paise Fifty Only.

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 72160
Date: 14/12
Sign: Neha

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 01-12-2020 14:01:38 Ori 72594

25.11.20 1:07:27

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details			
Summit Sales LLP	**Doc No**	72594	68625
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	01-12-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	01-12-2020	
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	4007 - Consumables - Cleaning Brush - NA - nos	6.00	42.00	0.00	18.00	297.36
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	10.00	85.00	0.00	18.00	1,003.00
3	4022 - Consumables - Dettol - NA - nos *Hand wash*	6.00	65.00	0.00	18.00	460.20
4	4041 - Consumables - Mopping stick - NA - nos	10.00	125.00	0.00	18.00	1,475.00
5	4026 - Consumables - Dust bin - NA - nos	6.00	52.00	0.00	18.00	368.16
6	4006 - Consumables - Bucket - other - nos	10.00	220.00	0.00	18.00	2,596.00
7	4009 - Consumables - Coconut Broom - other - nos	15.00	16.00	0.00	0.00	240.00
8	7515 - Stationery - other - Chalkpiece - NA - boxes	5.00	6.00	0.00	0.00	30.00
				Total Order Value . . .		**6,469.72**

Rupees : Six Thousand Four Hundred Sixty Nine and Paise Seventy Two Only.

Bill - 14564 - 3/12/20 - 4,434/-
Balance - 2,035/-
PO cleared.
17/12/2020

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	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _______, Admin 9502211011
Penality 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

For ***Modi Reality Mallapur LLP***

Authorised Signatory

01/12/2020

Name : ____________

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Purchase Order

 01-12-2020 14:01:38

Original / Office Copy / Purchase Div.Copy

Security Nil

Remarks

For ***Modi Reality Mallapur LLP***

Authorised Signatory

Name : 01/12/2020

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form Note

Company Name:	MODI REALTY MALLAPUR LLP	Date:	30-11-2020
Site & Phase :	GULMOHAR RESIDENCY	Time:	13:30
Supplier		Req. No.	68625
Material required before date: 2-12-2020		ID No.	61952

No	Description	Size	Quantity	Units	Inward No	D
1.	Mopping sticks	Std	15	No's		
2.	Hand wash	Std	6	No's		
3.	Bathroom cleaning brush	Std	6	No's		
4.	Dust bin	Std	6	No's		
5.	Lizol	Std	15	No's		
6	Plastic Gampa	Std	15	No's		
7.	Spade with handle	Std	15	No's		
8.	G.I bucket	Std	15	No's		
9.	Coconut broom	Std	15	No's		
10.	Plastic Bucket	Std	10	No's		
11.	Chalkpiece	box	05	**BOX**		

72594

Remarks: For SITE OFFICE CLEANING & MODEL FLATS CLEANING WORK PURPOSE

Prepared By	M.Likhitha	Approved by	
Sign.& Date	30-11-2020	Sign. & Date	

APPROVED
01 DEC 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE

12!.00

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	DC No.	12501
Modi Reality Mallapur LLP	DC Date.	10-12-2020
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,	PO No.	72594
	PO Date.	01-12-2020
	Req ID	61952
GSTIN : 36AAEFM1459R1ZP	Req Date	01-12-2020
	Loc Req No	68625

	Description of Goods	HSN/SAC	Qty
1	4041 - Consumables - Mopping stick - NA - nos	9603	5
2	4006 - Consumables - Bucket - other - nos	7310	5
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MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 43759
Date 17/12
Sign.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

INWARD
MODI REALTY MALLAPUR LLP
Ward No 1478 Dt. 10/12/20
MRN No. 8632 Dt. 12/12/20
Received By Amit Sign.

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 Reality Mallapur LLP	Invoice No.	14700
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,	Invoice Date.	10-12-2020
	PO No.	72594
	PO Date.	01-12-2020
	Req ID	61952
	Req Date	01-12-2020
GSTIN : 36AAEFM1459R1ZP	Loc Req No	68625

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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IGST	CGST	SGST				
			Total Taxable Amount	1,725.00		310.50
	155.25	155.25	Total Invoice Amount	2,035.50		

Rupees : Two Thousand Thirty Five and Paise Fifty Only.

INWARD
MODI REALTY MALLAPUR LLP
Inward No. 1478 Dt. 10/12/20
MRN No. .... Dt. ....
Received By Amit Sign ....

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction