PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 24/12/2020 | Prepared by: | T.D. Murthy |
| PO/WO no. | 72992 | PO / WO Date. | 15/12/2020 |
| Supplier Name | Summit Sales LLP | PO/WO amount | Rs. 4,425/- |
| Firm/Company | Modi Properties PVT LTD | Project | Head Office |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1. | 14811 | 15/12/2020 | Rs. 3,682/- |
| 2. | - | - | - |
| 3. | | | - |
| 4. | | | - |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | Rs. 3,682/- |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | 12599 | 15/12/2020 | - | ☑ Yes ☐ No |
| 2. | - | - | - | ☐ Yes ☐ No |
| 3. | - | - | - | ☐ Yes ☐ No |
| 4. | - | - | - | ☐ Yes ☐ No |
| Amount B –Other Credits : | | | | - |
| Amount C –Other Debits : | | | | - |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | | | | Rs. 3,682/- |
| Amount E – PO / WO value: | | | | Rs. 4,425/- |
| Amount F – Difference (A – E): | | | | Rs. -743/- |

| | |
|---|---|
| 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 | **26/12/2020** |

Remarks: **Part bill received.**

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | [signature] | | APPROVED 24 DEC 2020 MINISH PARIKH MANAGER PROCUREMENT | | | | |
| Date | 24/12/20 | | | | | | |

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

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

**GSTIN/UNI: 36ACQFS2044C1Z7**



| **Customer Details** | | |
|---|---|---|
| Modi Properties Pvt. Ltd. | Invoice No. | 14811 |
| HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD | Invoice Date. | 15-12-2020 |
| | PO No. | 72992 |
| | PO Date. | 15-12-2020 |
| | Req ID | 62305 |
| | Req Date | 15-12-2020 |
| GSTIN : 36AABCM4761E1ZM | Loc Req No | 16746 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 3165 - Chemicals - R0ff Stone Tile Adhesive - 25 - 20 KGS BAG | 3214 | 4 | 630.00 | 2,520.00 | 18 | 453.60 |
| 2 | 3128 - Chemicals - RBR bonding agent - NA - ltrs Code W01 1 ltr | 4002 | 2 | 300.00 | 600.00 | 18 | 108.00 |
| 3 | | | | | | | |
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| 15 | | | | | | | |

MODI PROPERTIES PVT. LTD. ★ SEC'BAD ★
INWARD
No. 72306
Date 17/12
Sign. Neha

| IGST | CGST | SGST | Total Taxable Amount | 3,120.00 | | 561.60 |
|---|---|---|---|---|---|---|
| | 280.80 | 280.80 | Total Invoice Amount | | 3,681.60 | |

Rupees : Three Thousand Six Hundred Eighty One and Paise Sixty Only.

for Summit Sales LLP

*Authorised signatory*

Subject to Hyderabad Jurisdiction

# Purchase Order

 15-12-2020 2:58:19 PM

72992
05.12.20 12:14:15

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<br>5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad | **Doc No** | 72992 | 16746 |
| | **Doc Date** | 15-12-2020 | |
| | **Quote No** | Nil | |
| **GSTIN** 36ACQFS2044C1Z7 | **Quote Date** | 18-12-2018 | |
| 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 | 3165 - Chemicals - ROff Stone Tile Adhesive - 25 - Kgs<br>*20 KGS BAG* Bal. 1 | 5.00 | 630.00 | 0.00 | 18.00 | 3,717.00 |
| 2 | 3128 - Chemicals - RBR bonding agent - NA - ltrs<br>*Code W01 1 ltr* | 2.00 | 300.00 | 0.00 | 18.00 | 708.00 |
| | | | | | **Total Order Value . . .** | **4,425.00** |

Rupees : Four Thousand Four Hundred Twenty Five Only.

**Terms and Conditions :-**

Part Bill received of Rs. 3682/-
B.No: 11811 and Bal. Bill of
15/12/20
Rs. 743/- to be receivable.
24/12/20.

| | |
|---|---|
| **Specification / Brand** | As per details given in the quotation. |
| **Payment Terms** | On complete delivery of all maerials only. |
| **Tax** | Inclusive of all GST taxes |
| **Delivery Date** | Next Day. |
| **Delivery Location** | Head Office<br>5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003<br>Phone. 040-66335551 |
| **Penality 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 2ND FLOOR granite cladding purpose. |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | Nil |

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : ______

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______

Date : __/__/____

## Requisition Form

| | | | |
|---|---|---|---|
| mpany Name: | MPPL | Date: | 15.12.20 |
| e & Phase : | Head Office | Time: | 10.10 AM |
| pplier | | Req.No. | 16745 |
| aterial required before date: 17.12.20 | | ID No. | 62305 |

| lo | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | ROFF STONE TILE ADHESIVE (Code: T03) | 25 kg | 05 | BAGS | | |
| 2 | ROFF BONDING AGENT (Code : W01) | 03 LTR | 02 | NO'S | | |
| 3 | | | | | | |
| 4 | +2992 | | | | | |
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| 9 | | | | | | |
| | | | | | | |

Remarks: For 2nd Floor pantry Granite cladding near sink and 3rd floor lunch room dado tiles laying Purpose

| | | | |
|---|---|---|---|
| Prepared By | Meenakshi | Approved by | |
| Sign.& Date | 15.12.20 | Sign. & Date | |

APPROVED
15 DEC 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE

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

## Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | BNC Estates | Date: | |
| Site & Phase : | May Flower Grande | Time: | |
| Supplier | | Req. No. | |
| Material required before date: | | ID No. | |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | | | | | | |
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Remarks: For

| | | | |
|---|---|---|---|
| Prepared By | S.V. Subba Reddy | Approved by | |
| Sign.& Date | | Sign. & Date | |

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

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. | 12599 |
|---|---|---|
| Modi Properties Pvt. Ltd. | DC Date. | 15-12-2020 |
| HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD | PO No. | 72992 |
| | PO Date. | 15-12-2020 |
| | Req ID | 62305 |
| GSTIN : 36AABCM4761E1ZM | Req Date | 15-12-2020 |
| | Loc Req No | 16746 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 3165 - Chemicals - R0ff Stone Tile Adhesive - 25 - Kgs | 3214 | 4 |
| 2 | 3128 - Chemicals - RBR bonding agent - NA - ltrs | 4002 | 2 |
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INWARD
Inward No: 588 Dt: 15/12/20
MRN No: Dt:
Received By: Samorjit Sign:
MODI PROPERTIES

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 14027 Date 23/12 Sign.

for Summit Sales LLP

*Authorised signatory*

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 Properties Pvt. Ltd. | Invoice No. | 14811 |
| HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD | Invoice Date. | 15-12-2020 |
| | PO No. | 72992 |
| | PO Date. | 15-12-2020 |
| | Req ID | 62305 |
| | Req Date | 15-12-2020 |
| GSTIN : 36AABCM4761E1ZM | Loc Req No | 16746 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 3165 - Chemicals - R0ff Stone Tile Adhesive - 25 - 20 KGS BAG | 3214 | 4 | 630.00 | 2,520.00 | 18 | 453.60 |
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| 14 | | | | | | | |
| 15 | | | | | | | |

| IGST | CGST | SGST | | | | |
|---|---|---|---|---|---|---|
| | | | Total Taxable Amount | 3,120.00 | | 561.60 |
| | 280.80 | 280.80 | Total Invoice Amount | 3,681.60 | | |

Rupees : Three Thousand Six Hundred Eighty One and Paise Sixty Only.

**for Summit Sales LLP**

Subject to Hyderabad Jurisdiction

*Authorised signatory*