PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	24/12/2020	Prepared by:	T.D. Murthy
PO/WO no.	73137	PO / WO Date.	19/12/2020
Supplier Name	Summit Sales LLP	PO/WO amount	Rs. 6,514/-
Firm/Company	Modi Properties PVT LTD	Project	Head Office
Sl. No.	Bill No.	Bill Date	Bill amount
1.	14918	19/12/2020	Rs. 6,514/-
2.	-	-	-
3.			-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 6,514/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	12693	19/12/2020	-	☑ 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. 6,514/-
Amount E – PO / WO value:	Rs. 6,514/-
Amount F – Difference (A – E):	-

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:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		[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

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

Customer Details		Invoice No.	14918
Modi Properties Pvt. Ltd.		Invoice Date.	19-12-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD		PO No.	73137
		PO Date.	19-12-2020
		Req ID	62431
GSTIN : 36AABCM4761E1ZM		Req Date	19-12-2020
		Loc Req No	16767

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	6623 - Paints - Lappam - 30 Kgs - Bag	3214	20	276.00	5,520.00	18	993.60
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

MODI PROPERTIES PVT. LTD. * SEC'BAD * INWARD No. 72484 Date 23/12 Sign. Nel

IGST	CGST	SGST	Total Taxable Amount	5,520.00		993.60
	496.80	496.80	Total Invoice Amount		6,513.60	

Rupees : Six Thousand Five Hundred Thirteen and Paise Sixty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 19-12-2020 10:32:06 Origina

73137
16.12.20 11:40:30

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	**Doc No**	73137	16767
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	19-12-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	19-12-2020	
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	6623 - Paints - Lappam - 30 Kgs - Bag	20.00	276.00	0.00	18.00	6,513.60
					Total Order Value . . .	**6,513.60**

Rupees : Six Thousand Five Hundred Thirteen and Paise Sixty Only.

Terms and Conditions :-

Specification /	All items shall be of 'NCL/GRAFLAKS' brand.
Payment Terms	100% Advance
Tax	All taxes included in above price.
Delivery Date	With in 4 days
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penality For Delay	Nil
Transportation	Included
Warranty	Nil
Advance Paid	Rs.31,000/- by RTGS
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Flat no. A-130,105 flats painting
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	SupplierK.Sreenivas

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

Authorised Signatory

Name : ______________

Contact ...

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	MPPL		Date:				19-12-2020	
Site & Phase :	Head Office		Time:				14:30PM	
Supplier			Req. No.				16767	
Material required before date:	Urgent		ID No.				62431	

No	Discription	Size	Quantity	Unibts	Inward No	Date
1	Lappam bags	25 kgs	20	NOS		
2						
3						
4						
5		73137				
6						
7						
8						
9						
10						

Remarks :Towards 2nd Floor CR meeting room painting work purpose			
Prepared By	Meenakshi.N	Approved by	APPROVED 19 DEC 2020 P. PRABHAKAR Sr. MANAGER PURCHASE
Date	19-12-2020	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.	12693
Modi Properties Pvt. Ltd.	DC Date.	19-12-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	73137
	PO Date.	19-12-2020
	Req ID	62431
GSTIN : 36AABCM4761E1ZM	Req Date	19-12-2020
	Loc Req No	16767

	Description of Goods	HSN/SAC	Qty
1	6623 - Paints - Lappam - 30 Kgs - Bag	3214	20
2			
3			
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INWARD
Inward No: 609 Dt: 19/12/20
MRN No: Dt:
Received By: Sign:
MODI PROPERTIES

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 44040
Date 23/12

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	14918
Modi Properties Pvt. Ltd.	Invoice Date.	19-12-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	73137
	PO Date.	19-12-2020
	Req ID	62431
	Req Date	19-12-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	16767

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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15							

IGST	CGST	SGST				
			Total Taxable Amount	5,520.00		993.60
	496.80	496.80	Total Invoice Amount	6,513.60		

Rupees : Six Thousand Five Hundred Thirteen and Paise Sixty Only.

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