PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 24/12/2020 | Prepared by: | T.D. Murthy |
| PO/WO no. | 72951 | PO / WO Date. | 14/12/2020 |
| Supplier Name | Summit Sales LLP | PO/WO amount | Rs. 2,773/- |
| Firm/Company | Serene Constructions LLP | Project | Serene Farms |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1. | 14873 | 17/12/2020 | Rs. 1,510/- |
| 2. | - | - | - |
| 3. | | | - |
| 4. | | | - |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | Rs. 1,510/- |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | 12650 | 17/12/2020 | 86460 | ☐ 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. 1,510/- |
| Amount E – PO / WO value: | Rs. 2,773/- |
| Amount F – Difference (A – E): | Rs. -1,263/- |
| 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: | | | 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

ORIGINAL INVOICE

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

**GSTIN/UNI: 36ACQFS2044C1Z7**



| **Customer Details** | Invoice No. | 14873 |
|---|---|---|
| Serene Constructions LLP | Invoice Date. | 17-12-2020 |
| Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict, 501203 | PO No. | 72951 |
| | PO Date. | 14-12-2020 |
| | Req ID | 62283 |
| GSTIN : 36ACVFS7909P1ZV | Req Date | 14-12-2020 |
| | Loc Req No | 150441 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 3134 - Chemicals - Tile Grout - 1kg - pkts | 3214 | 20 | 46.00 | 920.00 | 18 | 165.60 |
| | silk | | | | | | |
| 2 | 6621 - Paints - Janta pasta - NA - Nos | 3506 | 6 | 60.00 | 360.00 | 18 | 64.80 |
| 3 | | | | | | | |
| 4 | | | | | | | |
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| 13 | | | | | | | |
| 14 | | | | | | | |
| 15 | | | | | | | |

| IGST | CGST | SGST | Total Taxable Amount | 1,280.00 | | 230.40 |
|---|---|---|---|---|---|---|
| | 115.20 | 115.20 | Total Invoice Amount | | 1,510.40 | |

Rupees : One Thousand Five Hundred Ten and Paise Fourty Only.

**for Summit Sales LLP**

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. INWARD No. 72434 Date 20.12 Sign. SEC'BAD

*Authorised signatory*

## Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | serene constructions llp | Date: | 14-12-2020 |
| Site & Phase : | serene farms | Time: | 12:15 |
| Supplier | | Req. No. | 150441 |
| Material required before date: | asap | ID No. | 62283 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | **tile grout off white colour** | std | 20 | packets | | |
| 2 | janata paste | 500g | 10 | nos | | |
| 3 | spongcs 72951 | std | 100 | nos | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks:The above material is required for tiling,sink fitting and cleaning of tiles and modular kitchen

| | | | |
|---|---|---|---|
| Prepared By | siva prasad | Approved by | |
| Sign.& Date | 14-12-2020 | Sign. & Date | |

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

APPROVED
14 DEC 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE

## Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | | Date: | |
| Site & Phase : | | Time: | |
| Supplier | | Req. No. | |
| Material required before date: | | ID No. | |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | | | | | | |
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| 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.

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. | 12650 |
|---|---|---|
| Serene Constructions LLP | DC Date. | 17-12-2020 |
| Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict, 501203 | PO No. | 72951 |
| | PO Date. | 14-12-2020 |
| | Req ID | 62283 |
| | Req Date | 14-12-2020 |
| GSTIN : 36ACVFS7909P1ZV | Loc Req No | 150441 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 3134 - Chemicals - Tile Grout - 1kg - pkts | 3214 | 20 |
| 2 | 6621 - Paints - Janta pasta - NA - Nos | 3506 | 6 |
| 3 | | | |
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INWARD
Inward No: 5592 Dt: 18/12/20
MRN No: 86460 Dt: 18/12/20
Received By: M.Kir Sign: M.Kir
Serene Construction (Hyd) LLP

**for Summit Sales LLP**

*Authorised signatory*

MODI PROPERTIES INWARD No. 43949 Date 21/12 P

Subject to Hyderabad Jurisdiction

TAX INVOICE

# Summit Sales LLP

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

Email: purchase@modiproperties.com

TRUE COPY

Supplier / Customer / Transporter - Copy

**GSTIN/UNI: 36ACQFS2044C1Z7**



| **Customer Details** | | |
|---|---|---|
| Serene Constructions LLP | Invoice No. | 14873 |
| Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict, 501203 | Invoice Date. | 17-12-2020 |
| | PO No. | 72951 |
| | PO Date. | 14-12-2020 |
| | Req ID | 62283 |
| GSTIN : 36ACVFS7909P1ZV | Req Date | 14-12-2020 |
| | Loc Req No | 150441 |

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

INWARD
Inward No: 5592 Dt: 18/12/20
MRN No: 86460 Dt: 18/12/20
Received By: M. King Sign: M. King
Serene Construction (Hyd) LLP

| IGST | CGST | SGST | | | | |
|---|---|---|---|---|---|---|
| | | | Total Taxable Amount | 1,280.00 | | 230.40 |
| | 115.20 | 115.20 | Total Invoice Amount | 1,510.40 | | |

Rupees : One Thousand Five Hundred Ten and Paise Fourty Only.

**for Summit Sales LLP**

Subject to Hyderabad Jurisdiction

*Authorised Signatory*