PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	24/12/20	Prepared by:	NEHA .C
PO/WO no.	72898	PO / WO Date.	11/12/20
Supplier Name	Venkataramana Stationery	PO/WO amount	67.2/-
Firm/Company	MPPL	Project	May Flower platinum
Sl. No.	Bill No.	Bill Date	Bill amount
1	689	14/12/20	67.2/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			67.2/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			86401	☐ 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:	67.2/-
Amount E – PO / WO value:	67.2/-
Amount F – Difference (A – E): GST-18%	—

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	28/12/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]					
Date	24/12/20	26/12					

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. 10,000/-, Purchase Manager or Procurement Manager to approve all 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. 10,000/- 7. MD to approve all bills above 1,00,000/-

TAX INVOICE

Ph: 040 - 27842572
Cell: 9849360076

VENKATARAMANA STATIONERY AND BINDING WORKS

Note Books, Registers, Account Books, Stationery & Xerox Paper Etc. Available

#1-5-85, General Bazar, Secunderabad - 500 003. Email: venkatramana.bindingworks@gmail.com

To M/S. Modi Properties Pvt LTD.

GSTIN 36AABCM4761G1ZM

Order No 72898 Date 14/12/2020

Delivery Challan No Date

Bill No. **689** Date

Sl No	PARTICULARS	HSN Code	Qty	Rate	12% GST	18% GST	0% -5% GST	Amount Rs.	Ps.
1	Stamp Pad		2	30	60				
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									

INWARD
Inward No 1904 Dt 16/12/20
MRN No: 8610 Dt:
Received By Sign
Modi Properties Pvt. Ltd.
Sy No.82/

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

Rupees..

Total	60					
SUB Total						
CGST	3.60					
SGST	3.60					
Grand Total	67/20				67	20

Receiver's Signature & Seal

GSTIN: 36AEJPP5811M1Z2

Terms & Conditions
Goods once sold will not be taken back
Interest @2%p.m. if not paid within 30 days time
Subject to Secunderabad Jurisdiction.

THE COSMOS CO-OP BANK LTD. M.G. Road, Secunderabad.
RTGS / NEFT CODE COSB0000069 A/C No. 069100102707

For: VENKATARAMANA STATIONERY AND BINDING WORKS

Signature

11-12-2020 14:51:18

Purchase Order

72898
05.12.20 12:12:19

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

Venkatramana Stationery & Binding works
1-5-85, General Bazar, Sec-Bad -500 003.

GSTIN 36AEJPP5811M1Z2
27842572 9849360076

Doc No	72898	177196
Doc Date	11-12-2020	
Quote No	Nil	
Quote Date	11-12-2020	
SupplyType	Supply	

Kind Attn : Mr. Prathap

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7592 - Stationery - other - stamp pad - NA - nos *Stamp Ink-Red,Blue*	2.00	30.00	0.00	12.00	67.20
Rupees : Sixty Seven and Paise Twenty Only.					**Total Order Value . . .**	**67.20**

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
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 Stock maintanance purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Modi Properties Pvt.Ltd.***
Authorised Signatory

11/12/2020

Name :
Contact . .

Accepted the above Terms And Conditions
For ***Venkatramana Stationery & Binding works***

Name :

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	11-12-2020
Site & Phase :	May Flower Platinum	Time:	11;11
Supplier		Req.No.	177196
Material required before date:	15-12-2020	ID No.	62218

No	Description	Size	Quantity	Units	Inward No	Date
1	Blue /black pens	Std	10	boxes		
2	Blue /black /Red markers	Std	10	boxes		
3	Highlaters	Std	10	Nos		
4	Fevisticks	Std	10	Nos		
5	Scrbilling pads	Std	10	Nos		
6	Stamp pads	Std	05	Nos		
7	Binder clips small& Big	Std	10	Nos		
8	**Colour pencils**	Std	02	boxes		
9	Stamp ink Red& Blue	Std	02	Nos		
~~10~~	~~Binder clips small& big~~	~~Std~~	~~10~~	~~boxes~~		
Remarks: Towards office use purpose						

P.O. 72895

P.O. 72898

APPROVED
11 DEC 2020
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	K.Sravani Reddy	Approved by	S.V.Subba Reddy
Sign.& Date	11-12-2020	Sign. & Date	

Note:

30+12%

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	24/12/20	Prepared by:	NEHA .C
PO/WO no.	71872	PO / WO Date.	05/11/20
Supplier Name	SSLLP	PO/WO amount	2,419/-
Firm/Company	MPPL	Project	May flower platinum
Sl. No.	Bill No.	Bill Date	Bill amount
1	14821	16/12/20	1,451.4/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,451.4/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	12609	16/12/20	86403	☐ 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:				1,451.4/-
Amount E – PO / WO value:				2,419/-
Amount F – Difference (A – E): GST-18%				967.6/-

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	28/12/20
Remarks:	Bal Bill

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]					
Date	24/12/20	26/12					

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. 10,000/-, Purchase Manager or Procurement Manager to approve all 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. 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

Modi Properties Private Limited,.
Sy No. 82/1, Mallapur, Nacharam, Hyderabad

GSTIN : 36AABCM4761E1ZM

Invoice No.	14821
Invoice Date.	16-12-2020
PO No.	71872
PO Date.	05-11-2020
Req ID	61300
Req Date	05-11-2020
Loc Req No	177093

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	9591 - Tools - Safety Indication Ribbon - NA - nos		3	410.00	1,230.00	18	221.40
2							
3							
4							
5							
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12							
13							
14							
15							

72391

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 12391
Date. 19/12
Sign. Neha

IGST	CGST	SGST			
	110.70	110.70	Total Taxable Amount	1,230.00	221.40
			Total Invoice Amount	1,451.40	

Rupees : One Thousand Four Hundred Fifty One and Paise Fourty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 06-11-2020 11:33:43

71872
30.10.20 4:44:40

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 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	71872	177093
	Doc Date	05-11-2020	
GSTIN 36ACQFS2044C1Z7	**Quote No**	Nil	
040-66335551 9618244433	**Quote Date**	05-11-2020	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	9591 - Tools - Safety Indication Ribbon - NA - nos	5.00	410.00	0.00	18.00	2,419.00
					Total Order Value . . .	**2,419.00**

Rupees : Two Thousand Four Hundred Ninteen Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
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 safety measure purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

Part bill received
Bill no: 14081
Bill date: 6/11/2020
Bill amt: 967/-
Bal amt receivable: 1,452/-

For *Modi Properties Pvt.Ltd.*
Authorised Signatory

Name : 06/11/2020
Contact

Accepted the above Terms And Conditions
For *Summit Sales LLP*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	04-11-2020
Site & Phase :	May Flower Platinum	Time:	10.40
Supplier		Req.No.	177093
Material required before date:	07-11-2020	ID No.	61300

No	Description	Size	Quantity	Units	Inward No	Date
1	Safety ribbon	Std	05	Bundle		
2						
3	71872					
4						
5						
6						
7						
8						
9						
10						

Remarks: Towards site use purpose

Prepared By	K.Narender Reddy	Approved by	S.V.Subba Reddy
Sign.& Date	04-11-2020	Sign. & Date	

Note:

APPROVED
-5 NOV 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE

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

Modi Properties Private Limited,.

Sy No. 82/1, Mallapur, Nacharam, Hyderabad

GSTIN : 36AABCM4761E1ZM

DC No.	12609
DC Date.	16-12-2020
PO No.	71872
PO Date.	05-11-2020
Req ID	61300
Req Date	05-11-2020
Loc Req No	177093

	Description of Goods	HSN/SAC	Qty
1	9591 - Tools - Safety Indication Ribbon - NA - nos		
2			3
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
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INWARD
No. 43946
Date 21/12
Sign. D
SEC'BAD

INWARD	
Inward No 4906	Dt 16/12/20
MRN No 8603	Dt.
Received By	Sign Nizam
Modi Properties Pvt. Ltd Sy.No.82/:	

Subject to Hyderabad Jurisdiction

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 Private Limited,.

Sy No. 82/1, Mallapur, Nacharam, Hyderabad

GSTIN : 36AABCM4761E1ZM

Invoice No.	14821
Invoice Date.	16-12-2020
PO No.	71872
PO Date.	05-11-2020
Req ID	61300
Req Date	05-11-2020
Loc Req No	177093

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	9591 - Tools - Safety Indication Ribbon - NA - nos		3	410.00	1,230.00	18	221.40
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	1,230.00		221.40
	110.70	110.70	Total Invoice Amount	1,451.40		

Rupees : One Thousand Four Hundred Fifty One and Paise Fourty Only.

INWARD

Inward No. 4926	Dt. 16/12/20
MRN No: 8648	Dt.
Received By	Sign Nizam

Modi Properties Pvt. Ltd

Sy.No.82/1

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory