PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28/12/2020	Prepared by:	T.D. Murthy
PO/WO no.	72538	PO / WO Date.	28/11/2020
Supplier Name	Summit Sales LLP	PO/WO amount	Rs. 5,152/-
Firm/Company	Nilgiri Estates	Project	Nilgiri Estates
Sl. No.	Bill No.	Bill Date	Bill amount
1.	14970	22/12/2020	Rs. 2,229/-
2.	14917	19/12/2020	Rs. 2,923/-
3.			-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 5,152/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	12692	19/12/2020	86539	☑ Yes ☐ No
2.	12745	22/12/2020	86611	☑ 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. 5,152/-
Amount E – PO / WO value:	Rs. 5,152/-
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	**02/01/2021**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	28/12/20	28/12					

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. 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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

ORIGINAL INVOICE

Customer Details		
Nilgiri Estates	Invoice No.	14970
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	Invoice Date.	22-12-2020
	PO No.	72538
	PO Date.	28-11-2020
	Req ID	61892
GSTIN : 36AAHFN0766F1ZA	Req Date	28-11-2020
	Loc Req No	175054

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6	50.00	300.00	18	54.00
2	4001 - Consumables - Air Freshner - NA - nos	3307	4	82.00	328.00	18	59.04
	Room freshner						
3	4022 - Consumables - Dettol - NA - nos	3401	4	195.00	780.00	18	140.40
4	4041 - Consumables - Mopping stick - NA - nos	9603	2	125.00	250.00	18	45.00
5	4014 - Consumables - Colin - 500ml - nos	3402	3	77.00	231.00	18	41.58
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IGST	CGST	SGST	Total Taxable Amount	1,889.00		340.02
	170.01	170.01	Total Invoice Amount	2,229.02		

Rupees : Two Thousand Two Hundred Twenty Nine and Paise Two Only.

for Summit Sales LLP

MODI PROPERTIES ... SEC'BAD
INWARD
No: 7258
Date: 24/12
Sign: Nehu

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

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Nilgiri Estates Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad GSTIN : 36AAHFN0766F1ZA	Invoice No.	14917
	Invoice Date.	19-12-2020
	PO No.	72538
	PO Date.	28-11-2020
	Req ID	61892
	Req Date	28-11-2020
	Loc Req No	175054

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4022 - Consumables - Dettol - NA - nos	3401	5	65.00	325.00	18	58.50
	Hand wash						
2	4065 - Consumables - Vim bar - NA - nos	3405	5	42.00	210.00	18	37.80
3	4001 - Consumables - Air Freshner - NA - nos	3307	2	82.00	164.00	18	29.52
	Room freshner						
4	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	6	85.00	510.00	18	91.80
5	4022 - Consumables - Dettol - NA - nos	3401	1	195.00	195.00	18	35.10
6	4008 - Consumables - Cleaning Cloth - other - nos	6307	12	16.00	192.00	5	9.60
7	4040 - Consumables - Mopping Cloth - NA - nos	6307	12	16.00	192.00	5	9.60
8	4041 - Consumables - Mopping stick - NA - nos	9603	4	125.00	500.00	18	90.00
9	4014 - Consumables - Colin - 500ml - nos	3402	3	77.00	231.00	18	41.58
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MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 72485 Date 23/12 Sign. Nek

IGST	CGST	SGST				
			Total Taxable Amount	2,519.00		403.50
	201.75	201.75	Total Invoice Amount		2,922.50	

Rupees : Two Thousand Nine Hundred Twenty Two and Paise Fifty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 28-11-2020 11:46:27 Ori

72538
25.11.20 1:07:27

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	72538	175054
	Doc Date	28-11-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	28-11-2020	
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	4022 - Consumables - Dettol - NA - nos *Hand wash*	5.00	65.00	0.00	18.00	383.50
2	4065 - Consumables - Vim bar - NA - nos	5.00	42.00	0.00	18.00	247.80
3	4046 - Consumables - Phinyle - 1Ltr - nos	6.00	50.00	0.00	18.00	354.00
4	4001 - Consumables - Air Freshner - NA - nos *Room freshner*	6.00	82.00	0.00	18.00	580.56
5	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	6.00	85.00	0.00	18.00	601.80
6	4022 - Consumables - Dettol - NA - nos	5.00	195.00	0.00	18.00	1,150.50
7	4008 - Consumables - Cleaning Cloth - other - nos	12.00	16.00	0.00	5.00	201.60
8	4040 - Consumables - Mopping Cloth - NA - nos	12.00	16.00	0.00	5.00	201.60
9	4041 - Consumables - Mopping stick - NA - nos	6.00	125.00	0.00	18.00	885.00
10	4014 - Consumables - Colin - 500ml - nos	6.00	77.00	0.00	18.00	545.16
				Total Order Value . . .		**5,151.52**

Rupees : Five Thousand One Hundred Fifty One and Paise Fifty Two Only.

Terms and Conditions :-

Specification / Brand	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	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. 9030931172, 8297349480
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil

For ***Nilgiri Estates***
Authorised Signatory

30/11/2020

Name : ____________

Contact

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

Name : ____________

Date : __/__/____

Company Name:	NILGIRI ESTATES	Date:	27.11.2020
Site & Phase :	NILGIRI ESTATE	Time:	16.01
Supplier		Req. No.	175054
Material required before date:		ID No.	61892

No	Description	Size	Quantity	Units	Inward No	Date
1	Hand wash	std	05	nos		
2	Dettol	std	05	Nos		
3	Cleaning cloths	std	01	dozen		
4	Yellow cloths 72538	std	01	dozen		
5	phenoyl	std	06	nos		
6	Room sprays	std	06	nos		
7	Vim bar	Std	05	Nos		
8	Lizol	Std	06	nos		
9	colin	std	06	nos		
10	Mopping	Std	06	Nos		

Remarks: - For Site Use Purpose.

Prepared By	kavitha	Approved by	
Sign.& Date	27-11-2020	Sign. & Date	

APPROVED
30 NOV 2020
MINISH PARIKH
MANAGER PROCUREMENT

Requisition Form

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		
Nilgiri Estates	DC No.	12692
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	DC Date.	19-12-2020
	PO No.	72538
	PO Date.	28-11-2020
	Req ID	61892
	Req Date	28-11-2020
GSTIN : 36AAHFN0766F1ZA	Loc Req No	175054

	Description of Goods	HSN/SAC	Qty
1	4022 - Consumables - Dettol - NA - nos	3401	5
2	4065 - Consumables - Vim bar - NA - nos	3405	5
3	4001 - Consumables - Air Freshner - NA - nos	3307	2
4	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	6
5	4022 - Consumables - Dettol - NA - nos	3401	1
6	4008 - Consumables - Cleaning Cloth - other - nos	6307	12
7	4040 - Consumables - Mopping Cloth - NA - nos	6307	12
8	4041 - Consumables - Mopping stick - NA - nos	9603	4
9	4014 - Consumables - Colin - 500ml - nos	3402	3
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INWARD
Inward No: 22282 Dt: 19/12/20
MRN No: 86539 Dt: 21/12/20
Received By: Sign
Nilgiri Estates

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 44016
Date 23/12
Sign.

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Nilgiri Estates	Invoice No.	14917
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	Invoice Date.	19-12-2020
	PO No.	72538
	PO Date.	28-11-2020
	Req ID	61892
	Req Date	28-11-2020
GSTIN : 36AAHFN0766F1ZA	Loc Req No	175054

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4022 - Consumables - Dettol - NA - nos	3401	5	65.00	325.00	18	58.50
	Hand wash						
2	4065 - Consumables - Vim bar - NA - nos	3405	5	42.00	210.00	18	37.80
3	4001 - Consumables - Air Freshner - NA - nos	3307	2	82.00	164.00	18	29.52
	Room freshner						
4	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	6	85.00	510.00	18	91.80
5	4022 - Consumables - Dettol - NA - nos	3401	1	195.00	195.00	18	35.10
6	4008 - Consumables - Cleaning Cloth - other - nos	6307	12	16.00	192.00	5	9.60
7	4040 - Consumables - Mopping Cloth - NA - nos	6307	12	16.00	192.00	5	9.60
8	4041 - Consumables - Mopping stick - NA - nos	9603	4	125.00	500.00	18	90.00
9	4014 - Consumables - Colin - 500ml - nos	3402	3	77.00	231.00	18	41.58
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INWARD
Inward No: 22282 Dt: 19/12/20
MRN No: 86539 Dt: 21/12/20
Received By: Sign
Nilgiri Estates

IGST	CGST	SGST				
IGST	CGST	SGST	Total Taxable Amount	2,519.00		403.50
	201.75	201.75	Total Invoice Amount	2,922.50		

Rupees : Two Thousand Nine Hundred Twenty Two and Paise Fifty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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.	12745
Nilgiri Estates	DC Date.	22-12-2020
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	72538
	PO Date.	28-11-2020
	Req ID	61892
GSTIN : 36AAHFN0766F1ZA	Req Date	28-11-2020
	Loc Req No	175054

	Description of Goods	HSN/SAC	Qty
1	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6
2	4001 - Consumables - Air Freshner - NA - nos	3307	4
3	4022 - Consumables - Dettol - NA - nos	3401	4
4	4041 - Consumables - Mopping stick - NA - nos	9603	2
5	4014 - Consumables - Colin - 500ml - nos	3402	3
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INWARD
Inward No: 22290 | Dt: 22/12/20
MRN No: 86611 | Dt: 22/12/20
Received By: | Sign
Nilgiri Estates

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 46025
Date. 23/12
Sign.

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	14970
Nilgiri Estates	Invoice Date.	22-12-2020
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	72538
	PO Date.	28-11-2020
	Req ID	61892
	Req Date	28-11-2020
GSTIN : 36AAHFN0766F1ZA	Loc Req No	175054

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6	50.00	300.00	18	54.00
2	4001 - Consumables - Air Freshner - NA - nos	3307	4	82.00	328.00	18	59.04
	Room freshner						
3	4022 - Consumables - Dettol - NA - nos	3401	4	195.00	780.00	18	140.40
4	4041 - Consumables - Mopping stick - NA - nos	9603	2	125.00	250.00	18	45.00
5	4014 - Consumables - Colin - 500ml - nos	3402	3	77.00	231.00	18	41.58
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INWARD
Inward No: 22290 Dt: 22/12/20
MRN No: 86611 Dt: 22/12/20
Received by: Ashok
Nilgiri Estates

IGST	CGST	SGST	Total Taxable Amount	1,889.00		340.02
	170.01	170.01	Total Invoice Amount	2,229.02		

Rupees : Two Thousand Two Hundred Twenty Nine and Paise Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction