PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	26/12/20	Prepared by:	T. Ghosh
PO/WO no.	73127	PO / WO Date.	19/12/20
Supplier Name	SSLLP	PO/WO amount	3368
Firm/Company	vista homes	Project	vista
Sl. No.	Bill No.	Bill Date	Bill amount
1.	14961	22/12/20	3368
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3368

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	12736	22/12/20	86619	□ 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:	3368
Amount E – PO / WO value:	3368
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	8/1/21
Remarks:	

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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Vista Homes	Invoice No.	14961
Kapra, Opp to MRR School, Ecil	Invoice Date.	22-12-2020
	PO No.	73127
	PO Date.	19-12-2020
SY.no.193	Req ID	62407
GSTIN : 36AAGFV2068P1ZJ	Req Date	18-12-2020
	Loc Req No	180506

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos	9608	36	5.50	198.00	12	23.76
	Cello-Blue-24,Black-12						
2	7560 - Stationery - other - Pen - NA - nos	9608	30	3.50	105.00	12	12.60
	Blue-24,red-6						
3	7555 - Stationery - other - Paper - A4 - bundles	4810	10	230.00	2,300.00	12	276.00
4	7544 - Stationery - other - Marker - NA - nos	9608	15	16.00	240.00	12	28.80
	red-black-green						
5	7565 - Stationery - other - Pencil Carbon Paper - NA -	4809	1	156.00	156.00	18	28.08
	Blue						
6							
7							
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15							

IGST	CGST	SGST				
			Total Taxable Amount	2,999.00		369.24
	184.62	184.62	Total Invoice Amount		3,368.24	

Rupees : Three Thousand Three Hundred Sixty Eight and Paise Twenty Four Only.

for Summit Sales LLP

MODI PROPERTIES INWARD No: 7259 Date: 24/12 Sign: Neha SECBAD

Authorised Signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 19-12-2020 10:32:06

73127
16.12.20 11:40:30

From Company : **Vista Homes**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAGFV2068P1ZJ

Supplier Details			
Summit Sales LLP	**Doc No**	73127	180506
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	7560 - Stationery - other - Pen - NA - nos *Cello-Blue-24,Black-12*	36.00	5.50	0.00	12.00	221.76
2	7560 - Stationery - other - Pen - NA - nos *Blue-24,red-6*	30.00	3.50	0.00	12.00	117.60
3	7555 - Stationery - other - Paper - A4 - bundles	10.00	230.00	0.00	12.00	2,576.00
4	7544 - Stationery - other - Marker - NA - nos *red-black-green*	15.00	16.00	0.00	12.00	268.80
5	7565 - Stationery - other - Pencil Carbon Paper - NA - boxes *Blue*	1.00	156.00	0.00	18.00	184.08
					Total Order Value . . .	**3,368.24**

Rupees : Three Thousand Three Hundred Sixty Eight and Paise Twenty Four Only.

Terms and Conditions :-

Specification /	All items shall be of 'NCL' brand.
Payment Terms	100% Advance
Tax	All taxes included in above price.
Delivery Date	With in 4 days
Delivery Location	Vista Homes Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school Phone. Contact: 8790166611
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 revision of stock in SSLLP stores purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	SupplierK.Sreenivas

For ***Vista Homes***
Authorised Signatory

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

Name :

Name : ______________

Date : __/__/____

Contact - -

Requisition Form

Company Name:	Vista Homes	Date:	18.12.2020
Site & Phase :	Vista Homes	Time:	11:30
Supplier:		Req. No.	180506
Material required before date: 20.12.2020		ID No.	62407

No	Description	Size	Quantity	Units	Inward No	Date
1	**Cello Blue pens**		24	No's		
2	**Cello Black Pens**		12	No's		
3	Ordinary Blue Pens		24	No's		
4	Paper Bundles 73127		10	Bundles		
5	Red Pens		06	No's		
6	Permanent Markers Red/ Black/ Green 73139		15	No's		
7	Long Registers (100 Pages) / 20418		05	No's		
8	Carbon Paper (Blue)		01	Box		
9						
10						

Remarks: For Site office purpose.

APPROVED
19 DEC 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE

Prepared By	Snehapriya	Approved by	Madhu
Sign.& Date	18.12.2020	Sign. & Date	

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

Requisition Form

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

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						

Remarks: For site office use purpose.

Prepared By	Madhu	Approved by	Madhu
Sign.& Date	20.10.20	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.	12736
Vista Homes	DC Date.	22-12-2020
Kapra, Opp to MRR School, Ecil	PO No.	73127
	PO Date.	19-12-2020
SY.no.193	Req ID	62407
GSTIN : 36AAGFV2068P1ZJ	Req Date	18-12-2020
	Loc Req No	180506

	Description of Goods	HSN/SAC	Qty
1	7560 - Stationery - other - Pen - NA - nos	9608	36
2	7560 - Stationery - other - Pen - NA - nos	9608	30
3	7555 - Stationery - other - Paper - A4 - bundles	4810	10
4	7544 - Stationery - other - Marker - NA - nos	9608	15
5	7565 - Stationery - other - Pencil Carbon Paper - NA - boxes	4809	1
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INWARD
Inward No: 25503 Dt: 22/12/20
MRN No: 86619 Dt:
Received By: Sign: Nikhil
Vista Homes

for Summit Sales LLP

MODI PROPERTIES PVT. LTD.
INWARD
No: 44053
Date: 24/12

Subject to Hyderabad Jurisdiction

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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	14961
Vista Homes	Invoice Date.	22-12-2020
Kapra, Opp to MRR School, Ecil	PO No.	73127
	PO Date.	19-12-2020
SY.no.193	Req ID	62407
GSTIN : 36AAGFV2068P1ZJ	Req Date	18-12-2020
	Loc Req No	180506

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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12							
13							
14							
15							

INWARD
Inward No: 25503 Dt: 22/12/20
MRN No: 86619 Dt:
Received By: Sign: Nikhil
Vista Homes

IGST	CGST	SGST	Total Taxable Amount	2,999.00	369.24
	184.62	184.62	Total Invoice Amount	3,368.24	

Rupees : Three Thousand Three Hundred Sixty Eight and Paise Twenty Four Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised Signatory