PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	26/12/20	Prepared by:	T. Ghosh
PO/WO no.	73085	PO / WO Date.	2099-8
Supplier Name	SSLLP	PO/WO amount	18/12/20
Firm/Company	MEMRK LLP	Project	GHT
Sl. No.	Bill No.	Bill Date	Bill amount
1.	14934	21/12/20	832
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			832

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	12709	21/12/20	86593	□ 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:				832
Amount E – PO / WO value:				2100
Amount F – Difference (A – E):				1268

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:	Short Rcvd

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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	14934
Mehta & Modi Realty Kowkur LLP	Invoice Date.	21-12-2020
Sy No. 196, Kowkur, Hyderabad	PO No.	73085
	PO Date.	18-12-2020
	Req ID	62394
GSTIN : 36ABLFM7631F1A3	Req Date	18-12-2020
	Loc Req No	140332

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4000 - Consumables - Acid - NA - ltrs	2806	6	20.00	120.00	18	21.60
2	4009 - Consumables - Coconut Broom - other - nos Big	9603	25	16.00	400.00	0	0.00
3	4098 - Consumables - Dust pan - NA - nos		3	25.00	75.00	18	13.50
4	4008 - Consumables - Cleaning Cloth - other - nos	6307	12	16.00	192.00	5	9.60
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MODI PROPERTIES PVT LTD * SEC'BAD *
INWARD
No. 72593
Date 23/12/20
Sign

IGST	CGST	SGST	Total Taxable Amount	787.00	44.70
	22.35	22.35	Total Invoice Amount	831.70	

Rupees : Eight Hundred Thirty One and Paise Seventy Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 18-12-2020 13:02:25 Orig

73085
16 12.20 11:34:54

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Summit Sales LLP	**Doc No**	73085	140332
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	18-12-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	18-12-2020	
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	4000 - Consumables - Acid - NA - ltrs	6.00	20.00	0.00	18.00	141.60
2	4046 - Consumables - Phinyle - 1Ltr - nos	4.00	50.00	0.00	18.00	236.00
3	4112 - Consumables - Sanitizer - 500 ml - Nos	2.00	200.00	0.00	12.00	448.00
4	4001 - Consumables - Air Freshner - NA - nos *Room freshner*	5.00	84.00	0.00	18.00	495.60
5	4009 - Consumables - Coconut Broom - other - nos *Big*	25.00	16.00	0.00	0.00	400.00
6	4098 - Consumables - Dust pan - NA - nos	6.00	25.00	0.00	18.00	177.00
7	4008 - Consumables - Cleaning Cloth - other - nos	12.00	16.00	0.00	5.00	201.60
					Total Order Value . . .	**2,099.80**

Rupees : Two Thousand Ninty Nine and Paise Eighty Only.

Partly Bill : 14934 dtd : 21/12/
At : 832
26/12/20 Bal : 1268 /-

Terms and Conditions :-

Specification /	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	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
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 site use purpose.
Completion Date	NA
Measurment	NA
Security	Nil

For ***Mehta & Modi Realty Kowkur LLP***

Authorised Signatory

19/12/2020

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Date : / /

Requisition Form

Company Name:	MEHTA AND MODI REALTY KOWKUR LLP	Date:	17-12-2020
Site & Phase:	GHT	Time:	10:00
Supplier:		Req. No.	140332
Material required before :	**21-12-2020**	ID No.	62394

P.O. 73085

No	Description	Size	Quantity	Units	Inward No	Date
1	Cleaning cloths[white]	Std	12	No.s		
2	Dust pans	Std	06	No.s		
3	Acid	1 ltr	06	No.s		
4	Phenyl	1 ltr	04	No.s		
5	sanitaizers	500 ml	02	No.s		
6	Room sprays	Std	05	No.s		
7	Coconut brooms	Big	25	No.s		

APPROVED
18 DEC 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: For site office cleaning purpose.

Prepared By	N.Shravya	Approved by	A.Suresh
Sign.& Date	17-12-2020	Sign. & Date	17-12-2020

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.	12709
Mehta & Modi Realty Kowkur LLP	DC Date.	21-12-2020
Sy No. 196, Kowkur, Hyderabad	PO No.	73085
	PO Date.	18-12-2020
	Req ID	62394
GSTIN : 36ABLFM7631F1A3	Req Date	18-12-2020
	Loc Req No	140332

	Description of Goods	HSN/SAC	Qty
1	4000 - Consumables - Acid - NA - ltrs	2806	6
2	4009 - Consumables - Coconut Broom - other - nos	9603	25
3	4098 - Consumables - Dust pan - NA - nos		3
4	4008 - Consumables - Cleaning Cloth - other - nos	6307	12
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22	INWARD		
23	Inward No: 10648 Dt: 21/12/20		
24	MRN No: 86593 Dt: 22/12/20		
25	Received By: Sign:		
26			
27	MEHTA ... REALTY KOWKUR LLP		
28	Time- 13:03		
29			
30			

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 44068
Date: 24/12
Sign:

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		
Mehta & Modi Realty Kowkur LLP	Invoice No.	14934
Sy No. 196, Kowkur, Hyderabad	Invoice Date.	21-12-2020
	PO No.	73085
	PO Date.	18-12-2020
	Req ID	62394
	Req Date	18-12-2020
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INWARD
Inward No: 10648 Dt: 21/12/20
MRN No: 86593 Dt: 22/12/20
Received By: Sign:
MEHTA & ... KOWKUR LLP
Time - 13:03

IGST	CGST	SGST	Total Taxable Amount	787.00		44.70
	22.35	22.35	Total Invoice Amount	831.70		

Rupees : Eight Hundred Thirty One and Paise Seventy Only.

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