PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	5/1/21	Prepared by:	Prabhakar.P
PO/WO no.	72894	PO / WO Date.	11-12-20.
Supplier Name	SSLLP	PO/WO amount	1,326.60
Firm/Company	Syed Mehdi & Razzic Blaso	Project	HO.
Sl. No.	Bill No.	Bill Date	Bill amount
1	14808	15/12/20.	854.60
2			
3			/
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			854.60 .

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	12596	15/12/20	/	☑ 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:	854.60
Amount E – PO / WO value:	1,326.60
Amount F – Difference (A – E): GST-18%	471.00

Quantity received as per PO /WO	□ Yes □ Excess received ☑ Short received □ Other (explained below)
Is difference between PO / Bill acceptable?	~~□ Yes □ No (explained be~~low)
Excess / short material received	~~□ Approved – within acce~~ptable 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	11/1/21
Remarks: Part Bill	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		5/1/21					

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

Email: purchase@modiproperties.com

OFFICE COPY

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	14808
Syed Mehdi and Razia Banu	Invoice Date.	15-12-2020
Head office -5-4-187/3 &4 2 nd floor ,m g road	PO No.	72894
	PO Date.	11-12-2020
	Req ID	62220
GSTIN : 36AVWPS4017L1ZT	Req Date	11-12-2020
	Loc Req No	16737

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4009 - Consumables - Coconut Broom - other - nos	9603	4	16.00	64.00	0	0.00
2	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	4	85.00	340.00	18	61.20
3	4046 - Consumables - Phinyle - 1Ltr - nos	2907	4	50.00	200.00	18	36.00
4	4000 - Consumables - Acid - NA - ltrs	2806	4	20.00	80.00	18	14.40
5	4098 - Consumables - Dust pan - NA - nos		2	25.00	50.00	18	9.00
6							
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15							

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 72309
Date 17/12
Sign. Abhs

IGST	CGST	SGST	Total Taxable Amount	734.00	120.60
	60.30	60.30	Total Invoice Amount	854.60	

Rupees : Eight Hundred Fifty Four and Paise Sixty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

11-12-2020 14:51:18 Origi

72894

05.12.20 12:12:19

Company : **Syed Mehdi and Razia Banu**
Bowenpally Check Post, Beside MMR Function Hall, Bowenpally.
G S T No. : 36AVWPS4017L1ZT

Supplier Details			
Summit Sales LLP	**Doc No**	72894	16737
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	11-12-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	11-12-2020	
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	4009 - Consumables - Coconut Broom - other - nos	4.00	16.00	0.00	0.00	64.00
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	4.00	85.00	0.00	18.00	401.20
3	4035 - Consumables - Harpic - Cleaner - 500ml - nos	4.00	85.00	0.00	18.00	401.20
4	4046 - Consumables - Phinyle - 1Ltr - nos	4.00	50.00	0.00	18.00	236.00
5	4000 - Consumables - Acid - NA - ltrs	4.00	20.00	0.00	18.00	94.40
6	4098 - Consumables - Dust pan - NA - nos	2.00	25.00	0.00	18.00	59.00
7	4055 - Consumables - Scrubber - NA - nos	4.00	15.00	0.00	18.00	70.80
				Total Order Value . . .		**1,326.60**

Rupees : One Thousand Three Hundred Twenty Six and Paise Sixty Only.

(1) Part Bill received
Inno: 14808
Dt: 15/12/20
Amt: 854.60
Ballance received
4/1/21.

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	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 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 ***Syed Mehdi and Razia Banu***
Authorised Signatory
11/12/2020
Name :

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

Requisition Form

...e:	Syed Mehdi	Date:	07.12.2020
...e :	Head Office	Time:	04: 30 pm
		Req. No.	16737
...rial required before date:		ID No.	62220

No	Description	Size	Quantity	Units	Inward No	Date
01	Lizol		04	No's		
02	Phenyl		04	No's		
03	Harpic		04	No's		
04	Coconut Brooms		04	No's		
05	Bombay Broom		04	No's		
06	Dust Pan		02	No's		
07	Acid		04	No's		
08	Scrubber		04	No's		

P.O. 72894

APPROVED
11 DEC 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks : For R.M. Mansion (Banjarahills)

Prepared By	Jai kumar	Approved by	
Date	07.07.2020	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 c3olumns.

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.	12596
Syed Mehdi and Razia Banu	DC Date.	15-12-2020
Head office -5-4-187/3 &4 2 nd floor ,m g road	PO No.	72894
	PO Date.	11-12-2020
	Req ID	62220
GSTIN : 36AVWPS4017L1ZT	Req Date	11-12-2020
	Loc Req No	16737

	Description of Goods	HSN/SAC	Qty
1	4009 - Consumables - Coconut Broom - other - nos	9603	4
2	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	4
3	4046 - Consumables - Phinyle - 1Ltr - nos	2907	4
4	4000 - Consumables - Acid - NA - ltrs	2806	4
5	4098 - Consumables - Dust pan - NA - nos		2
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction