PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	26/11/20.	Prepared by:	D.SOWMYA
PO/WO no.	72392	PO / WO Date.	23/11/20.
Supplier Name	Ssllp.	PO/WO amount	3,761
Firm/Company	Modi properties pvt ltd.	Project	H.O.
Sl. No.	Bill No.	Bill Date	Bill amount
1	14364	23/11/20.	3,761
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,761

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	12198	23/11/20		☑ 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:				3,761
Amount E – PO / WO value:				3,761
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 – wi~~thin 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	**29.11.2020**

Remarks: Material Sand with Shekappa recived by Srinivas
Can be proceed

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]					
Date	26/11/20	28/12/20					

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

ORIGINAL 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		
Modi Properties Pvt. Ltd.	Invoice No.	14364
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	Invoice Date.	23-11-2020
	PO No.	72392
	PO Date.	23-11-2020
	Req ID	61734
GSTIN : 36AABCM4761E1ZM	Req Date	21-11-2020
	Loc Req No	16691

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7109 - Plumbing - other - Araldite - other - gms	3506	5	577.50	2,887.50	18	519.76
2	6621 - Paints - Janta pasta - NA - Nos	3506	5	60.00	300.00	18	54.00
3							
4							
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9							
10							
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12							
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14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	3,187.50	573.76
	286.88	286.88	Total Invoice Amount	3,761.25	

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

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. * SEC'BAD * INWARD No. 71603 Date 27/11/20 Sign. Neha

Authorised signatory

Purchase Order

Page(s) 1 Of 1 23-11-2020 3:32:06 PM

72392
16.11.20 11:23:59

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**	72392	16691
	Doc Date	23-11-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	23-11-2020	
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	7109 - Plumbing - other - Araldite - other - gms	5.00	577.50	0.00	18.00	3,407.25
2	6621 - Paints - Janta pasta - NA - Nos	5.00	60.00	0.00	18.00	354.00
					Total Order Value . . .	**3,761.25**

Rupees : Three Thousand Seven Hundred Sixty One and Paise Twenty Five 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	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
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 3rd floor pantry granite use perpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Supplier:

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	21-11-2020
Site & Phase :	HEAD OFFICE	Time:	10:30PM
Supplier		Req. No.	16691
Material required before date:	Urgent	ID No.	61734

No	Descriptioiln	Size	Quantity	Unibts	Inward No	Date
1	Aradelite 172392	500gms	05	NOS		
2	Janta paste	500gms	05	NOS		
3	Lappum patti	3”	05	NOS		
4						
5						
6						
7						
9						
10						

Remarks : For 3rd floor pantry granite fixing purpose

Prepared By	Meenakshi.N	Approved by	
Date	21-11-2020	Sign. & Date	

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

APPROVED
23 NOV 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE

~~APPROVED~~
~~13 OCT 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	DC No.	12198
Modi Properties Pvt. Ltd.	DC Date.	23-11-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	72392
	PO Date.	23-11-2020
	Req ID	61734
GSTIN : 36AABCM4761E1ZM	Req Date	21-11-2020
	Loc Req No	16691

	Description of Goods	HSN/SAC	Qty
1	7109 - Plumbing - other - Araldite - other - gms	3506	5
2	6621 - Paints - Janta pasta - NA - Nos	3506	5
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction