PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	09/01/2021	Prepared by:	Keerthi
PO/WO no.	73185	PO / WO Date.	22/12/20
Supplier Name	SSLLP	PO/WO amount	2,042.61/-
Firm/Company	Nilgiri Estates	Project	Nilgiri Estates
Sl. No.	Bill No	Bill Date	Bill amount
1	15166	04/01/2021	783.52/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			783.52/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	12920	04/01/2021	87115	☐ 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:	783.52/-
Amount E – PO / WO value:	2,042.61/-
Amount F – Difference (A – E): GST-18%	1,259/-

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	11/01/2021
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M.D.	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Keerthi	[signature]					
Date	09/01/21	9/1					

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

ORIGINAL INVOICE

#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

Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad

GSTIN : 36AAHFN0766F1ZA

Invoice No.	15166
Invoice Date.	04-01-2021
PO No.	73185
PO Date.	22-12-2020
Req ID	62479
Req Date	22-12-2020
Loc Req No	175098

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4057 - Consumables - Sponges - NA - nos	3921	80	8.30	664.00	18	119.52
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	664.00		119.52
	59.76	59.76	Total Invoice Amount	783.52		

Rupees : Seven Hundred Eighty Three and Paise Fifty Two Only.

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No: 72991
Date: 5.1.1
Sign: [illegible]

for Summit Sales LLP

Authorised Signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 09-01-2021 13:12:23

Original / Office Copy / Purchase Div.Copy

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**	73185	175098
	Doc Date	22-12-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	22-12-2020	
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	4057 - Consumables - Sponges - NA - nos	100.00	8.30	0.00	18.00	979.40
2	4000 - Consumables - Acid - NA - ltrs	12.00	20.00	0.00	18.00	283.20
3	4009 - Consumables - Coconut Broom - other - nos	30.00	16.00	0.00	0.00	480.00
4	4080 - Consumables - Bombay Brooms - Other - Nos	30.00	10.00	0.00	0.00	300.00
					Total Order Value . . .	**2,042.60**

Rupees : Two Thousand Fourty Two and Paise Sixty Only.

Terms and Conditions :-

Specification /	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	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. 9030931172, 8297349480
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	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Nilgiri Estates***
Authorised Signatory

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

Name : ____________________

Name : ____________________

Date : __/__/____

Contact : ..

Requisition Form

Company Name:	NILGIRI ESTATES	Date:	22.12.2020
Site & Phase :	NILGIRI ESTATE	Time:	11:50
Supplier		Req. No.	175098
Material required before date:		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1	Sponges	STD	100	No's		
2	Acid bottles	STD	12	No's		
3	Coconut brooms	STD	30	No's		
4	Bombay brooms	STD	30	No's		
5						
6						
7						
8						
9						
10						

Remarks: - For Site use purpose.

Prepared By	Kavitha	Approved by	
Sign.& Date	22.12.2020	Sign. & Date	

APPROVED
09 JAN 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

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

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

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						

Remarks:

Prepared By		Approved by	
Sign.& Date		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.	12920
Nilgiri Estates	DC Date.	04-01-2021
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	73185
	PO Date.	22-12-2020
	Req ID	62479
GSTIN : 36AAHFN0766F1ZA	Req Date	22-12-2020
	Loc Req No	175098

	Description of Goods	HSN/SAC	Qty
1	4057 - Consumables - Sponges - NA - nos	3921	80
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
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29			
30			

INWARD

Inward No: 22345	Dt: 04/01/21
MRN No: 87115	Dt: 04/01/21
Received By: Ashish	Sign.

Nilgiri Estates

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SECUNDERABAD

41084

5/1/2021

TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

TRANSIT COPY

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.	15166
Invoice Date.	04-01-2021
PO No.	73185
PO Date.	22-12-2020
Req ID	62479
Req Date	22-12-2020
Loc Req No	175098

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4057 - Consumables - Sponges - NA - nos	3921	80	8.30	664.00	18	119.52
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

INWARD

Inward No: 22345 Dt: 04/01/21

MRN No: Dt:

Received By: Azhar Sign:

Nilgiri Estates

IGST	CGST	SGST				
	59.76	59.76	Total Taxable Amount	664.00		119.52
			Total Invoice Amount	783.52		

Rupees : Seven Hundred Eighty Three and Paise Fifty Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction