PURCHASE DIVISION

*Advice for approval for credit to supplier*

| | | | |
|---|---|---|---|
| e: | 15/01/2021 | Prepared by: | MINISH |
| WO no. | 73582 | PO / WO Date. | 06/01/2021 |
| plier Name | SSLLP. | PO/WO amount | 634/- |
| n/Company | MPL | Project | 110. |
| No. | Bill No. | Bill Date | Bill amount |
| | 15222 | 07/01/2021 | 634/- |
| | | | |
| | | | |
| | | | |
| ount A – Bills total(Excluding Transport & Hamali Charges): | | | 634/- |

| No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | 3411 | 06/01/2021 | 87544 | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |

| | |
|---|---|
| ount B – Other Credits : Transportation charges | – |
| ount C – Other Debits : | – |
| ount D (D=A+B-C) – Amount to be credited to the supplier: | 634/- |
| ount E – PO / WO value: | 634/- |
| ount F – Difference (A – E): GST-18% | – NIL – |
| ntity received as per PO / WO | ☑ Yes □ Excess received □ Short received □ Other (explained below) |
| fference between PO / Bill acceptable? | ~~□ Yes □ No~~ (explained below) |
| ess / short material received | □ ~~Approved – within acceptable limits □ No~~ (explained below) |
| e PO / WPO | ☑ Yes □ No – wait for balance material □ No (explained below) |
| ance paid / PDC given (deduct when paying) | □ Yes – Rs. ____/- ~~□ No~~ |
| nent – due date | 16/01/2021. |
| arks: | |

| pproved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| | | PS 18/1 | APPROVED 15 JAN 2021 MINISH PARIKH MANAGER PROCUREMENT | | | | |
| | | | | | | | |

1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach ...onal sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see ...ment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 10,000/-, Purchase Manager or Procurement Manager to approve ...s 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 ...ort, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. ...0/- 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** | | |
|---|---|---|
| Modi Properties Private Limited,. | Invoice No. | 15222 |
| Sy No. 82/1, Mallapur, Nacharam, Hyderabad | Invoice Date. | 07-01-2021 |
| | PO No. | 73582 |
| | PO Date. | 06-01-2021 |
| | Req ID | 62860 |
| | Req Date | 06-01-2021 |
| GSTIN : 36AABCM4761E1ZM | Loc Req No | 16803 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 4006 - Consumables - Bucket - other - nos with mug | 7310 | 2 | 230.00 | 460.00 | 18 | 82.80 |
| 2 | 4014 - Consumables - Colin - 500ml - nos | 3402 | 1 | 77.00 | 77.00 | 18 | 13.86 |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| 11 | | | | | | | |
| 12 | | | | | | | |
| 13 | | | | | | | |
| 14 | | | | | | | |
| 15 | | | | | | | |

| IGST | CGST | SGST | Total Taxable Amount | 537.00 | 96.66 |
|---|---|---|---|---|---|
| | 48.33 | 48.33 | Total Invoice Amount | 633.66 | |

Rupees : Six Hundred Thirty Three and Paise Sixty Six Only.

**for Summit Sales LLP**

*Authorised signatory*

MODI PROPERTIES PVT. LTD.
INWARD
No. 73134
Date 8/1
Sign

Subject to Hyderabad Jurisdiction

DELIVERY CHALLAN

# SUMMIT SALES LLP

# 5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003. 10/11 15222

Tel : 040 - 6633 5551

M/s: Modi properties pvt ltd.

Site: Head office.

| | |
|---|---|
| DC No. : | 3411 |
| Date : | 6/1/21. |
| Vehicle No. : | TS 10 EG 7971. |
| P.O. / W.O. No. : | 73582 |
| P.O. / W.O. Date : | 6/1/21. |

| Sl. No. | PARTICULARS | Quantity |
|---|---|---|
| 1 | Buckets | 2 |
| 2 | mugs | 2 |
| 3 | Colin | 1 |
| 4 | | |
| 5 | | |
| 6 | | |
| 7 | | |
| 8 | | |
| 9 | | |
| 10 | | |
| 11 | | |
| 12 | | |
| 13 | | |
| 14 | | |
| 15 | | |
| 16 | | |
| 17 | | |
| 18 | | |
| 19 | | |
| 20 | | |

**GSTIN :**

Received the above materials in good condition.

Received by :

Stamp: 9/1/21

Date :

For SUMMIT SALES LLP

Authorised Signatory

# Purchase Order

73582

31.12.20 3:36:41

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 | **Doc No** | 73582 | 16803 |
| 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad | **Doc Date** | 06-01-2021 | |
| | **Quote No** | Nil | |
| **GSTIN** 36ACQFS2044C1Z7 | **Quote Date** | 06-01-2021 | |
| 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 | 4006 - Consumables - Bucket - other - nos *with mug* | 2.00 | 230.00 | 0.00 | 18.00 | 542.80 |
| 2 | 4014 - Consumables - Colin - 500ml - nos | 1.00 | 77.00 | 0.00 | 18.00 | 90.86 |
| | | | | | **Total Order Value . . .** | **633.66** |

Rupees : Six Hundred Thirty Three and Paise Sixty Six Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | 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<br>5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003<br>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 Ramki cleaning use purpose. |
| **Completion Date** | NA |
| **Measurment** | NA |
| **Security** | Nil |
| **Remarks** | |

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

Authorised Signatory

Name : ______

Contact

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______

Date : __/__/____

# Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | MPPL | Date: | 06-01-2021 |
| Site & Phase : | HEAD OFFICE | Time: | 10:30 AM |
| Supplier | | Req. No. | 16803 |
| Material required before date: | Urgent | ID No. | 62860 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Buckets | STD | 02 | NOS | | |
| 2 | Mugs 73582 | STD | 02 | NOS | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks : FOR Ramkey selinium cleaning work purpose

| | | | |
|---|---|---|---|
| Prepared By | Meenakshi | Approved by | APPROVED 07 DEC 2020 |
| Sign.& Date | 06-01-2021 | Sign. & Date | P. PRABHAKAR Sr. MANAGER PURCHASE |

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, M.G. Road, secunderabad - 500 003.
Tel : 040 - 6633 5551

M/s Modi properties pvt ltd.

Site: Head office.

| | |
|---|---|
| DC No. : | 3411 |
| Date : | 6/1/21. |
| Vehicle No. : | |
| P.O. / W.O. No. : | 73582 |
| P.O. / W.O. Date : | 6/1/21. |

| Sl. No. | PARTICULARS | Quantity |
|---|---|---|
| 1 | Buckets | 2 |
| 2 | Mugs | 2 |
| 3 | Colin | 1 |
| 4 | | |
| 5 | | |
| 6 | | |
| 7 | | |
| 8 | | |
| 9 | | |
| 10 | | |
| 11 | | |
| 12 | | |
| 13 | | |
| 14 | | |
| 15 | | |
| 16 | | |
| 17 | | |
| 18 | | |
| 19 | | |
| 20 | | |

MODI PROPERTIES PVT. LTD. SEC. INWARD No. 44377 Date 8/1 Sign.

**GSTIN :**

Received the above materials in good condition.

Received by :

Stamp:

Date :

For **SUMMIT SALES LLP**

Authorised Signatory