PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/2/21	Prepared by:	NEHA
PO/WO no.	74251	PO / WO Date.	30/1/21
Supplier Name	SSUP	PO/WO amount	2831/—
Firm/Company	NE	Project	NE
Sl. No.	Bill No.	Bill Date	Bill amount
1	15890	11/2/21	2831/—
2			
3			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2831/—

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	13552	11/2/21	88605	◻ 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:				2831/—
Amount E – PO / WO value:				2831/—
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 – 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	**22-02-21**
Remarks	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]					
Date	18/2/21	19/2					

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 ORIGINAL INVOICE

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Nilgiri Estates	Invoice No.	15890
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	Invoice Date.	11-02-2021
	PO No.	74251
	PO Date.	30-01-2021
	Req ID	63460
GSTIN : 36AAHFN0766F1ZA	Req Date	29-01-2021
	Loc Req No	175164

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4057 - Consumables - Sponges - NA - nos	3921	100	8.30	830.00	18	149.40
2	4003 - Consumables - Bombay Broom - Big - nos	9603	10	56.00	560.00	0	0.00
3	4080 - Consumables - Bombay Brooms - Other - Nos	9603	30	10.00	300.00	0	0.00
4	2148 - Carpentry - hardware - Plastic gampa - other -	3926	6	140.00	840.00	18	151.20
5							
6							
7							
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14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	2,530.00	300.60
	150.30	150.30	Total Invoice Amount	2,830.60	

Rupees : Two Thousand Eight Hundred Thirty and Paise Sixty Only.

MODI PROPERTIES PVT. LTD. INWARD No. 7449 Date 15/2

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 30-01-2021 12:51:15 Ori

74251
29.01.21 12:31:49

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

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	74251	175164
Doc Date	30-01-2021	
Quote No	Nil	
Quote Date	30-01-2021	
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	4003 - Consumables - Bombay Broom - Big - nos	10.00	56.00	0.00	0.00	560.00
3	4080 - Consumables - Bombay Brooms - Other - Nos	30.00	10.00	0.00	0.00	300.00
4	2148 - Carpentry - hardware - Plastic gampa - other - nos	6.00	140.00	0.00	18.00	991.20
					Total Order Value . . .	**2,830.60**

Rupees : Two Thousand Eight Hundred Thirty and Paise Sixty 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 Day.
Delivery Location	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. 9030931172
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 Site use purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Nilgiri Estates***
Authorised Signatory

Name : 30/01/2021

Contact

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

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	NILGIRI ESTATES	Date:	27-01-2021
Site & Phase :	NILGIRI ESTATE	Time:	14:50
Supplier		Req. No.	175164
Material required before date:	Urgent	ID No.	63460

No	Description	Size	Quantity	Units	Inward No	Date
1	Sponges	STD	100	No's		
2	Bombay brooms small	STD	30	No's		
3	Bombay brooms large 74-251	STD	10	No's		
4	Plastic gampas	STD	6	No's		
5						
6						
7						
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10						

APPROVED
30 JAN 2021
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: - For site use purpose.

Prepared By	Kavitha	Approved by	
Sign.& Date	27-01-2021	Sign. & Date	

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		
Nilgiri Estates	DC No.	13552
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	DC Date.	11-02-2021
	PO No.	74251
	PO Date.	30-01-2021
	Req ID	63460
GSTIN : 36AAHFN0766F1ZA	Req Date	29-01-2021
	Loc Req No	175164

	Description of Goods	HSN/SAC	Qty
1	4057 - Consumables - Sponges - NA - nos	3921	100
2	4003 - Consumables - Bombay Broom - Big - nos	9603	10
3	4080 - Consumables - Bombay Brooms - Other - Nos	9603	30
4	2148 - Carpentry - hardware - Plastic gampa - other - nos	3926	6
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INWARD
Inward No: 22457 Dt: 11/02/21
MRN No: 88605 Dt: 12/02/21
Received By: Ashish Sign
Nilgiri Estates

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No: 45488 Date: 12/2

Authorised signatory

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

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Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	Invoice Date.	11-02-2021
	PO No.	74251
	PO Date.	30-01-2021
	Req ID	63460
GSTIN : 36AAHFN0766F1ZA	Req Date	29-01-2021
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	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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MRN No: 88605 Dt: 12/02/21
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	150.30	150.30	Total Invoice Amount	2,830.60	

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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction