

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	19.2.21	Prepared by:	T Bhasker				
PO/WO no.	74713	PO / WO Date.	11/2/21				
Supplier Name	SS LLP	PO/WO amount	3175				
Firm/Company	VOC LLP	Project	VOC				
Sl. No.	Bill No.	Bill Date	Bill amount				
1	15936	12/2/21	3175				
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):			3175				
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	13593	12/2/21	88653	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B –Other Credits :Transportation charges							
Amount C –Other Debits :							
Amount D (D=A+B-C) – Amount to be credited to the supplier:			3175				
Amount E – PO / WO value:			3175				
Amount F – Difference (A – E): GST-18%							
Quantity received as per PO /WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)					
Is difference between PO / Bill acceptable?		<input type="checkbox"/> Yes <input type="checkbox"/> No (explained below)					
Excess / short material received		<input type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)					
Close PO / W?O		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)					
Advance paid / PDC given (deduct when paying)		<input type="checkbox"/> Yes – Rs. ___/- <input checked="" type="checkbox"/> No					
Payment – due date		25/2/21					
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	19.2.21						

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

ORIGINAL INVOICE


Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 12-02-2021

Customer Details				Invoice No.	15936																		
Villa Orchids LLP Behind Janapriya, Kowkur, Hyderabad GSTIN : 36AANFG4817C1ZH				Invoice Date.	12-02-2021																		
				PO No.	74713																		
				PO Date.	11-02-2021																		
				Req ID	63857																		
				Req Date	10-02-2021																		
				Loc Req No	63652																		
				Description of Goods		HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt												
1	4014 - Consumables - Colin - 500ml - nos	3402	6	77.00	462.00	18	83.16																
2	4000 - Consumables - Acid - NA - ltrs	2806	12	20.00	240.00	18	43.20																
3	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	6	85.00	510.00	18	91.80																
4	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6	50.00	300.00	18	54.00																
5	4041 - Consumables - Mopping stick - NA - nos	9603	5	126.00	630.00	18	113.40																
6	4009 - Consumables - Coconut Broom - other - nos	9603	12	16.00	192.00	0	0.00																
7	4003 - Consumables - Bombay Broom - Big - nos	9603	6	56.00	336.00	0	0.00																
8	4080 - Consumables - Bombay Brooms - Other - Nos	9603	12	10.00	120.00	0	0.00																
9																							
10																							
11																							
12																							
13																							
14																							
15																							
IGST				CGST				SGST				Total Taxable Amount				2,790.00				385.56			
192.78				192.78				Total Invoice Amount				3,175.56											
Rupees : Three Thousand One Hundred Seventy Five and Paise Fifty Six Only.																							

for Summit Sales LLP


 Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order



74713

10.02.21 5:02:04

Page(s) 1 Of 2

11-02-2021 14:49:21

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

Supplier Details		Doc No	74713	63652
Summit Sales LLP		Doc Date	11-02-2021	
5-4-187/3&4, IInd floor, Soham Mansion, MG Road, Secunderabad		Quote No	Nil	
GSTIN 36ACQFS2044C1Z7		Quote Date	11-02-2021	
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 4014 - Consumables - Colin - 500ml - nos	6.00	77.00	0.00	18.00	545.16
2 4000 - Consumables - Acid - NA - Itrs	12.00	20.00	0.00	18.00	283.20
3 4039 - Consumables - Lisol Cleaning Liquid - NA - Itrs	6.00	85.00	0.00	18.00	601.80
4 4046 - Consumables - Phinyie - 1Ltr - nos	6.00	50.00	0.00	18.00	354.00
5 4041 - Consumables - Mopping stick - NA - nos	5.00	126.00	0.00	18.00	743.40
6 4009 - Consumables - Coconut Broom - other - nos	12.00	16.00	0.00	0.00	192.00
7 4003 - Consumables - Bombay Broom - Big - nos	6.00	56.00	0.00	0.00	336.00
8 4080 - Consumables - Bombay Brooms - Other - Nos	12.00	10.00	0.00	0.00	120.00
Total Order Value . . .					3,175.56

Rupees : Three Thousand One Hundred Seventy Five and Paise Fifty Six Only.

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** Villa Orchids
kowkur, Alwal
Phone. .**Penalty 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**Measurement** NAFor **Villa Orchids LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ___/___/___

Contact : _____

Purchase Order

Page(s) 2 Of 2

11-02-2021 14:49:21

Original / Office Copy / Purchase Div.Copy

**Security
Remarks**

Nil

[A long, thin, curved line, possibly a signature or a placeholder, spans the height of the page.]

For **Villa Orchids LLP**

Authorised Signatory

Name : _____

Contact : _____

[Handwritten signature]
[Handwritten date: 11/02/2021]

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : / /

Requisition Form

Company Name:		VOC LLP	Date:		10-02-2021	
Site & Phase:		VOC	Time:		15:53	
Supplier:		SLLP	Req. No.		63652	
Material required before :		12-02-2021	ID No.		63857	
No	Description	Size	Quantity	Units	Inward No	Date
1	Colin	250 ml	06	Nos		
2	Acid	1 liter	12	Nos		
3	Phenol	500 ml	06	Nos		
4	Lizol floor cleaner	250 ml	06	Nos		
5	Mapping sticks	Std	05	Nos		
6	Bombay brooms	Small	01	Dozen		
7	Bombay brooms	Big	06	nos		
8	Coconut brooms	Big	01	Dozen		
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p style="margin: 0;">APPROVED</p> <p style="margin: 0;">11 FEB 2021</p> <p style="margin: 0; font-size: small;">MINISH PARIKH MANAGER PROCUREMENT</p> </div>						
Remarks: for villa no 130,127,217,221,120,121 final acid wash cleaning purpose						
Prepared by		K.SNEHA	Approved by		A.Suresh	
Sign.& Date		10-02-2021	Sign& Date		10-02-2021	

Summit Sales LLP

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

Email: purchase@modiproperties.com

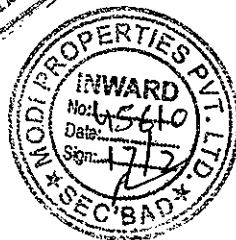
Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 12-02-2021

Customer Details		DC No.	13593
Villa Orchids LLP Behind Janapriya, Kowkur, Hyderabad GSTIN : 36AANFG4817C1ZH		DC Date.	12-02-2021
		PO No.	74713
		PO Date.	11-02-2021
		Req ID	63857
		Req Date	10-02-2021
		Loc Req No	63652
Description of Goods		HSN/SAC	Qty
1	4014 - Consumables - Colin - 500ml - nos	3402	6
2	4000 - Consumables - Acid - NA - ltrs	2806	12
3	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	6
4	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6
5	4041 - Consumables - Mopping stick - NA - nos	9603	5
6	4009 - Consumables - Coconut Broom - other - nos	9603	12
7	4003 - Consumables - Bombay Broom - Big - nos	9603	6
8	4080 - Consumables - Bombay Brooms - Other - Nos	9603	12
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INWARD
 Inward No: 64
 MRN Nu: 88653
 Received By: *[Signature]*
 Date: 12/02/21
 Sign: *[Signature]*
VILLA ORCHIDS LLP



for Summit Sales LLP

[Signature]
Authorized signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

Summit Sales LLP**TRANSIT COPY**

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

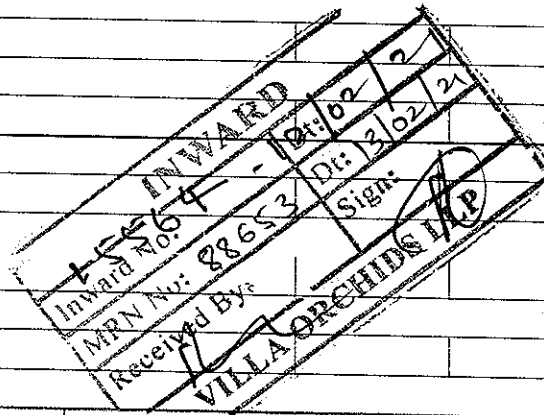
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