PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	9.3.21	Prepared by:	T Bhasker
PO/WO no.	74445	PO / WO Date.	4/2/21
Supplier Name	SSLLP	PO/WO amount	3357
Firm/Company	MPPL	Project	MFP
Sl. No.	Bill No.	Bill Date	Bill amount
1	16252	3/3/21	1095
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1095

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	13899	3/3/21	89628	☑ 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:	1095
Amount E – PO / WO value:	3357
Amount F – Difference (A – E): GST-18%	2262

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	19/3/21
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	9.3.21						

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

Customer Details	Invoice No.	16252
Modi Properties Private Limited,.	Invoice Date.	03-03-2021
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	74445
	PO Date.	04-02-2021
	Req ID	63623
GSTIN : 36AABCM4761E1ZM	Req Date	03-02-2021
	Loc Req No	177346

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7544 - Stationery - other - Marker - NA - nos Black	9608	20	16.00	320.00	12	38.40
2	7565 - Stationery - other - Pencil Carbon Paper - NA -	4809	4	156.00	624.00	18	112.32
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	944.00	150.72
	75.36	75.36	Total Invoice Amount	1,094.72	

Rupees : One Thousand Ninty Four and Paise Seventy Two Only.

MODI PROPERTIES SEC'BAD INWARD No: 75064 Date: 4/3/21 Sign: [illegible]

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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.	13899
Modi Properties Private Limited,.	DC Date.	03-03-2021
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	74445
	PO Date.	04-02-2021
	Req ID	63623
GSTIN : 36AABCM4761E1ZM	Req Date	03-02-2021
	Loc Req No	177346

	Description of Goods	HSN/SAC	Qty
1	7544 - Stationery - other - Marker - NA - nos	9608	20
2	7565 - Stationery - other - Pencil Carbon Paper - NA - boxes	4809	4
3			
4			
5			
6			
7			
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MODI PROPERTIES * SECBAD
46259
6/3

INWARD
Inward No: 5768 Dt: 3/3/21
MRN No: 89628 Dt:
Received By: Sign: 11/3 am
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Modi Properties Private Limited,.	Invoice No.	16252
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	03-03-2021
	PO No.	74445
	PO Date.	04-02-2021
	Req ID	63623
GSTIN : 36AABCM4761E1ZM	Req Date	03-02-2021
	Loc Req No	177346

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7544 - Stationery - other - Marker - NA - nos	9608	20	16.00	320.00	12	38.40
	Black						
2	7565 - Stationery - other - Pencil Carbon Paper - NA -	4809	4	156.00	624.00	18	112.32
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	944.00	150.72
	75.36	75.36	Total Invoice Amount	1,094.72	

Rupees : One Thousand Ninty Four and Paise Seventy Two Only.

Subject to Hyderabad Jurisdiction

INWARD
Inward No: 5768 Dt: 3/3/21
MRN No: 89628 Dt:
Received By: Sign: Nisam
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.

for Summit Sales LLP

Authorised signatory

Purchase Order

 04-02-2021 12:29:33

74445
05.02.21 11:33:36

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**	74445	177346
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	04-02-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	04-02-2021	
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	7560 - Stationery - other - Pen - NA - nos *blue-black-red*	45.00	3.50	0.00	12.00	176.40
2	7584 - Stationery - other - Scribbling Pads - other - nos	25.00	12.00	0.00	18.00	354.00
3	7594 - Stationery - other - Stapler pin - other - boxes *Small*	5.00	6.00	0.00	18.00	35.40
4	7594 - Stationery - other - Stapler pin - other - boxes *Big*	5.00	15.00	0.00	18.00	88.50
5	7533 - Stationery - other - Highlighter - NA - nos	10.00	19.00	0.00	18.00	224.20
6	7544 - Stationery - other - Marker - NA - nos *Black*	50.00	16.00	0.00	12.00	896.00
7	7512 - Stationery - other - CD Marker - NA - nos	10.00	18.00	0.00	12.00	201.60
8	7593 - Stationery - other - Stapler - other - nos *Big*	2.00	195.00	0.00	18.00	460.20
9	7565 - Stationery - other - Pencil Carbon Paper - NA - boxes	5.00	156.00	0.00	18.00	920.40
					Total Order Value . . .	**3,356.70**

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

(1) Part material paid
Inv no: 1592
Dt: 8/2/21
Amt. 2,261.98
Balance received

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	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil

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

Authorised Signatory

06/02/2021

Name : ______

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______

Date : __/__/____

Purchase Order

 04-02-2021 12:29:33 Original / Office Copy / Purchase Div.Copy

Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order for site use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

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

Authorised Signatory

Name : 06/02/2021

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	03.02-2021
Site & Phase :	May Flower Platinum	Time:	15;51
Supplier		Req.No.	177346
Material required before date: 06-2-2021		ID No.	63623

No	Description	Size	Quantity	Units	Inward No	Date
1	Pens blue /black /red	Std	05	Nos		
2	Scrbling pads	Std	25	Nos		
3	Stapler pins small /big	Std	05	Boxes		
4	Highlaters 744445	Std	02	Packets		
5	Markers black	Std	10	Boxes		
6	Small markers	Std	10	No s		
7	Carban papers	Std	10	No s		
8	**Staplar big**	Std	02	No		
9						
10						

Remarks: for site use purpose

APPROVED
06 FEB 2021
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	K.Sravani Reddy	Approved by	S.V.Subba Reddy
Sign.& Date	03.02.2021	Sign. & Date	

Note: