PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	16/3/21	Prepared by:	NEHA
~~PO/WO no.~~	74950	~~PO / WO Date.~~	19/2/21
Supplier Name	SSLLP	PO/WO amount	2534/-
Firm/Company	VOC LLP	Project	VOC
Sl. No.	Bill No.	Bill Date	Bill amount
1	16292	5/3/21	1628/-
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges):	1628/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	13939	5/3/21	89780	~~☑ 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:	1628/-
Amount E – PO / WO value:	2534/-
~~Amount F – Difference (A – E): GST-18%~~	906.48/-

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	22/3/21
Remarks: Final Bill	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]					
Date	16/3/21	16/3					

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

Villa Orchids LLP

Behind Janapriya, Kowkur, Hyderabad

GSTIN : 36AANFG4817C1ZH

Invoice No.	16292
Invoice Date.	05-03-2021
PO No.	74950
PO Date.	19-02-2021
Req ID	64069
Req Date	18-02-2021
Loc Req No	63654

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4000 - Consumables - Acid - NA - ltrs	2806	12	20.00	240.00	18	43.20
2	4041 - Consumables - Mopping stick - NA - nos	9603	5	126.00	630.00	18	113.40
3	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	6	85.00	510.00	18	91.80
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15							

IGST	CGST	SGST			
			Total Taxable Amount	1,380.00	248.40
	124.20	124.20	Total Invoice Amount	1,628.40	

Rupees : One Thousand Six Hundred Twenty Eight and Paise Fourty Only.

MODI PROPERTIES PVT. LTD. INWARD No. 7529 Date: 10/3 Sign: SEC'BAD

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

23-02-2021 13:17:38

Purchase Order

Orig

74950

16.02.21 11:20:53

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

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	74950	63654
Doc Date	19-02-2021	
Quote No	Nil	
Quote Date	19-02-2021	
SupplyType	Supply	

Kind Attn : **Hamendra,Prabhakar**

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4000 - Consumables - Acid - NA - ltrs	12.00	20.00	0.00	18.00	283.20
2	4008 - Consumables - Cleaning Cloth - other - nos	24.00	16.00	0.00	5.00	403.20
3	4003 - Consumables - Bombay Broom - Big - nos	6.00	65.00	0.00	0.00	390.00
4	4041 - Consumables - Mopping stick - NA - nos	5.00	126.00	0.00	18.00	743.40
5	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	6.00	85.00	0.00	18.00	601.80
6	4009 - Consumables - Coconut Broom - other - nos *big*	6.00	16.00	0.00	18.00	113.28
					Total Order Value . . .	**2,534.88**

Rupees : Two Thousand Five Hundred Thirty Four and Paise Eighty Eight 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. .
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	NA
Measurment	NA
Security	Nil
Remarks	

part material recived @
Bill No - 16142 - 25/2/21 - 906.40/-
Bal amt - 1628/-
Hon
9/3/21

For *Villa Orchids LLP*
Authorised Signatory

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

Name : ____________

Name : ____________

Date : __/__/____

Contact - -

Requisition Form

Company Name:	VOC LLP	Date:	18-02-2021
Site & Phase:	VOC	Time:	11:43
Supplier:	SSLLP	Req. No.	63654
Material required before :	**20-02-2021**	ID No.	64069

No	Description	Size	Quantity	Units	Inward No	Date
1	Acid	1 liter	01	Dozen		
2	Cleaning cloth	Std	02	Dozen		
3	Bombay brooms 74950	Big	06	Nos		
4	Mapping stick	Std	05	Nos		
5	Lizol floor cleaner	250 ml	06	Nos		
6	Coconut brooms	Big	06	Nos		

Remarks: for possession given villa's final cleaning purpose

Prepared by	K.SNEHA	Approved by	A.Suresh
Sign.& Date	18-02-2021	Sign& Date	18-02-2021

APPROVED
18 FEB 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

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

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Villa Orchids LLP

Behind Janapriya, Kowkur, Hyderabad

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PO No.	74950
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Req ID	64069
Req Date	18-02-2021
Loc Req No	63654

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2	4041 - Consumables - Mopping stick - NA - nos	9603	5
3	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	6
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21			
22	Inward No. 15584 Dt. 05/03/21		
23	MRN No. 89780 Dt. 06/03/21		
24	Received By.		
25			
26	VILLA ORCHIDS LLP		
27			
28	16:15		
29			
30			

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 46362
Date. 10/3
Sign.

for Summit Sales LLP

Authorised 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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

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for Summit Sales LLP

Neha

Authorised signatory

Subject to Hyderabad Jurisdiction