

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		20/3/21		Prepared by:		NEHA	
PO/WO no.		74913		PO / WO Date.		18/2/21	
Supplier Name		SSLhp		PO/WO amount		9120.84/-	
Firm/Company		NE		Project		NE	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	16441	16/3/21		2804.86/-			
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						2804.86/-	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	14079	16/3/21	90246	☒ 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:						2804.86/-	
Amount E – PO / WO value:						9120.84/-	
Amount F – Difference (A – E): GST-18%						6316/-	
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			26/3/21				
Remarks: Final Bill							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	20/3/21						

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/-

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 : 16-03-2021

Customer Details				Invoice No.		16441	
Nilgiri Estates Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad GSTIN : 36AAHFN0766F1ZA				Invoice Date.		16-03-2021	
				PO No.		74913	
				PO Date.		18-02-2021	
				Req ID		64053	
				Req Date		18-02-2021	
				Loc Req No		175206	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	6	85.00	510.00	18	91.80
2	4022 - Consumables - Dettol - NA - nos Hand wash	3401	5	85.00	425.00	18	76.50
3	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6	88.00	528.00	18	95.04
4	4014 - Consumables - Colin - 500ml - nos	3402	6	77.00	462.00	18	83.16
5	4046 - Consumables - Phynyle - 1Ltr - nos	2907	4	50.00	200.00	18	36.00
6	4041 - Consumables - Mopping stick - NA - nos	9603	2	126.00	252.00	18	45.36
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
213.93				213.93		213.93	
Total Taxable Amount				2,377.00		427.86	
Total Invoice Amount				2,804.86			
Rupees : Two Thousand Eight Hundred Four and Paise Eighty Six Only.							

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order



74913

16.02.21 11:20:52

Page 1 Of 2

18-02-2021 11:56:55

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, IInd floor, Soham Mansion, MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	74913	175206
Doc Date	18-02-2021	
Quote No	Nil	
Quote Date	18-02-2021	
SupplyType	Supply	

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4009 - Consumables - Coconut Broom - other - nos	30.00	16.00	0.00	18.00	566.40
2 4039 - Consumables - Liso Cleaning Liquid - NA - ltrs	12.00	85.00	0.00	18.00	1,203.60
3 4022 - Consumables - Dettol - NA - nos Hand wash	10.00	85.00	0.00	18.00	1,003.00
4 4035 - Consumables - Harpic - Cleaner - 500ml - nos	12.00	88.00	0.00	18.00	1,246.08
5 4014 - Consumables - Colin - 500ml - nos	12.00	77.00	0.00	18.00	1,090.32
6 4046 - Consumables - Phinyle - 1Ltr - nos	12.00	50.00	0.00	18.00	708.00
7 4001 - Consumables - Air Freshner - NA - nos Room freshner	6.00	82.00	0.00	18.00	580.56
8 4005 - Consumables - Broom with stick - NA - nos	4.00	115.00	0.00	18.00	542.80
9 4041 - Consumables - Mopping stick - NA - nos	6.00	126.00	0.00	18.00	892.08
10 7555 - Stationery - other - Paper - A4 - bundles	5.00	230.00	0.00	12.00	1,288.00
Total Order Value . . .					9,120.84
Rupees : Nine Thousand One Hundred Twenty and Paise Eighty Four 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 Nilgiri Estate
Sy.No.143/133/134/135/136, Rampally Village.
Phone. 9030931172

Penalty For Delay Nil

Transportation Cost Transport cost shall be borne by us.

Part Quantity Received, Balance Receivable.
Bill No. 16317 D.D. 6/3/21 Amt 6,316/-
Bal. Amt 2,805/-
41
17/3/21

For Nilgiri Estates

Authorised Signatory

Name :

41
18/02/2021

Name :

Accepted the above Terms And Conditions

For Summit Sales LLP

Date : / /

Purchase Order

Page 2 Of 2

18-02-2021 11:56:55

Original / Office Copy / Purchase Div. Copy

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

NA

Security

Nil

Remarks

For Nilgiri Estates

Authorised Signatory

Accepted the above Terms And Conditions

For Summit Sales LLP

Name :

18/02/2021

Name :

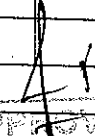
Date : / /

Requisition Form

Company Name:		NILGIRI ESTATES		Date:		18-02-2021	
Site & Phase :		NILGIRI ESTATE		Time:		11:00	
Supplier				Req. No.		175206	
Material required before date:				ID No.		64053	

No	Description	Size	Quantity	Units	Inward No	Date
1	Coconut Brooms	STD	30	No's		
2	Lizol	STD	12	No's		
3	Harphic	STD	12	No's		
4	Colins	STD	12	No's		
5	Phynoil	STD	12	No's		
6	Moping sticks	STD	06	No's		
7	Brooom sticks	STD	04	No's		
8	Room freshers	STD	06	No's		
9	A4 size papers	STD	05	Bundle's		
10	Hand washes	STD	10	No's		

Remarks: - For Site office use purpose.

Prepared By	Kavitha	Approved by	
Sign. & Date	18-02-2021	Sign. & Date	18 FEB 2021

Note: On receipt of material at site write inward number and date in last 2 columns.

MINISH PARIKH
MANAGER PROCUREMENT

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.

Summit Sales LLP

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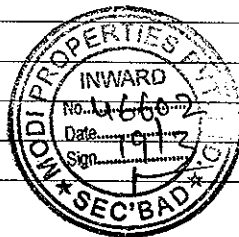
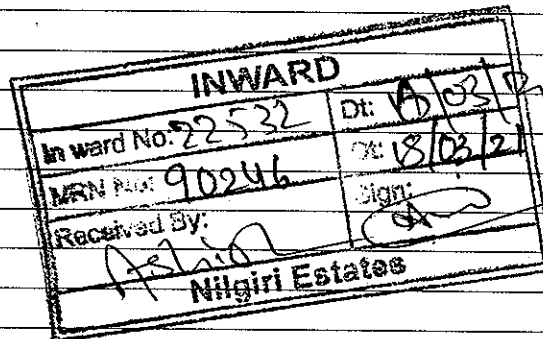
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 16-03-2021

Customer Details		DC No.	14079
Nilgiri Estates		DC Date.	16-03-2021
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad		PO No.	74913
		PO Date.	18-02-2021
		Req ID	64053
GSTIN : 36AAHFN0766F1ZA		Req Date	18-02-2021
		Loc Req No	175206
	Description of Goods	HSN/SAC	Qty
1	4039 - Consumables - Liso! Cleaning Liquid - NA - ltrs	3808	6
2	4022 - Consumables - Dettol - NA - nos	3401	5
3	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6
4	4014 - Consumables - Colin - 500ml - nos	3402	6
5	4046 - Consumables - Phinyle - 1Ltr - nos	2907	4
6	4041 - Consumables - Mopping stick - NA - nos	9603	2
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for Summit Sales LLP

Authorised signatory

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