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	SSLLP	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	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]					
Date	20/3/21	20/3					

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

ORIGINAL INVOICE

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	Invoice No.	16441
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	Invoice Date.	16-03-2021
	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	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 - Phinyle - 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	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

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 15527 Date 18/3 Sign.

 18-02-2021 11:56:55

Purchase Order

74913
16.02.21 11:20:52

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	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 - Lisol 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
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.

Part Quantity Recieved, Balance Recievable.
Bill No. 16317 Dt. 6/3/21 Amt 6,316/-
Bal:- Amt 2,805/-
17/3/21

For *Nilgiri Estates*
Authorised Signatory

Name : 18/02/2021

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

Name :

Date : __/__/____

Purchase Order

 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
Measurment	NA
Security	Nil
Remarks	

For ***Nilgiri Estates***

Authorised Signatory

Name : 18/02/2021

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

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		

74913

Remarks: - For Site office use purpose.

Prepared By	Kavitha	Approved by	APPROVED
Sign.& Date	18-02-2021	Sign. & Date	18 FEB 2021 MINISH PARIKH MANAGER PROCUREMENT

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.	14079
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	DC Date.	16-03-2021
	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 - Lisol 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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INWARD
In ward No: 22532 Dt: 18/03/21
MRN No: 90246 Dt: 18/03/21
Received By: Sign:
Nilgiri Estates

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 4660
Date 19/3

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction