PURCHASE DIVISION

Advice for approval for credit to supplier

E

Date:	27/3/2021	Prepared by:	NEHA
PO/WO no.	75641	PO / WO Date.	17/03/2021
Supplier Name	Summit Sales LLP	PO/WO amount	2671.86/-
Firm/Company	Villa Orchids LLP	Project	VOC
Sl. No.	Bill No.	Bill Date	Bill amount
1	16561	22/03/2021	594.72/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			594.72/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	14182	22/03/2021	90391	☑ 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:	594.72/-
Amount E – PO / WO value:	2671.86/-
Amount F – Difference (A – E): GST-18%	2077/-

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	2/4/2021
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	DS	29 MAR 2021				
Date	27/3/21	28/3					

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

ORIGINAL INVOICE

#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	Invoice No.	16561
Villa Orchids LLP	Invoice Date.	22-03-2021
Behind Janapriya, Kowkur, Hyderabad	PO No.	75641
	PO Date.	17-03-2021
	Req ID	64713
GSTIN : 36AANFG4817C1ZH	Req Date	16-03-2021
	Loc Req No	63664

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	6	84.00	504.00	18	90.72

IGST	CGST	SGST				
			Total Taxable Amount	504.00		90.72
	45.36	45.36	Total Invoice Amount	594.72		

Rupees : Five Hundred Ninty Four and Paise Seventy Two Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. INWARD No. 75807 Date 24/3 Sign.

Authorised signatory

Purchase Order

Page(s) 1 Of 1 17-03-2021 11:16:14

75641
15.03.21 12:26:21

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

Supplier Details			
Summit Sales LLP	**Doc No**	75641	63664
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	17-03-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	17-03-2021	
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	84.00	0.00	18.00	594.72
2	4000 - Consumables - Acid - NA - ltrs	15.00	21.00	0.00	18.00	371.70
3	4022 - Consumables - Dettol - NA - nos *Handwash*	6.00	84.00	0.00	18.00	594.72
4	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	6.00	84.00	0.00	18.00	594.72
5	4080 - Consumables - Bombay Brooms - Other - Nos *Small*	12.00	10.00	0.00	0.00	120.00
6	4003 - Consumables - Bombay Broom - Big - nos	6.00	66.00	0.00	0.00	396.00
				Total Order Value . . .		**2,671.86**

Rupees : Two Thousand Six Hundred Seventy One and Paise Eighty 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. .
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 Bill Recived @
16524 - 19/3/21 - 2077/-
Bal Amt - 594/-
Rcd: 25/3/21

For *Villa Orchids LLP*
Authorised Signatory

Name :
Contact - -

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

Name : ______

Date : __/__/____

Requisition Form

Company Name:	VOC LLP	Date:	16-03-2021
Site & Phase:	VOC	Time:	15:00
Supplier:	SSLLP	Req. No.	63664
Material required before :	**18-02-2021**	ID No.	64713

No	Description	Size	Quantity	Units	Inward No	Date
1	Colin	250 ml	06	Nos		
2	Acid	1 liter	15	Nos		
3	Dettol hand wash	250 ml	06	Nos		
4	Lizol floor cleaner	250 ml	06	Nos		
6	Bombay brooms	Small	01	Dozen		
5	Bombay brooms	Big	06	nos		
	75641					

Remarks: for after taken possession villa's cleaning&office cleaning purpose

APPROVED
18 MAR 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Prepared by	K.SNEHA	Approved by	A.Suresh
Sign.& Date	16-02-2021	Sign& Date	16-02-2021

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.	14182
Villa Orchids LLP	DC Date.	22-03-2021
Behind Janapriya, Kowkur, Hyderabad	PO No.	75641
	PO Date.	17-03-2021
	Req ID	64713
GSTIN : 36AANFG4817C1ZH	Req Date	16-03-2021
	Loc Req No	63664

	Description of Goods	HSN/SAC	Qty
1	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	6
2			
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16			
17			
18			
19			
20	INWARD		
21	Inward No: 15596 Dt: 22/03/21		
22	MRN No: 90391 Dt. 22/03/21		
23	Received By Sign: Snehs		
24			
25	VILLA ORCHIDS LLP		
26			
27	13:30		
28			
29			
30			

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 46759
Date 25/3
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

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	16561
Villa Orchids LLP	Invoice Date.	22-03-2021
Behind Janapriya, Kowkur, Hyderabad	PO No.	75641
	PO Date.	17-03-2021
	Req ID	64713
GSTIN : 36AANFG4817C1ZH	Req Date	16-03-2021
	Loc Req No	63664

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	6	84.00	504.00	18	90.72
2							
3							
4							
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12							
13							
14							
15							

Inward No: 15596 Dt: 22/03/21
MRN No: 90391 Dt: 22/03/21
Received By Sign: Snehaj
VILLA ORCHIDS LLP

IGST	CGST	SGST	Total Taxable Amount	504.00	90.72
	45.36	45.36	Total Invoice Amount	594.72	

Rupees : Five Hundred Ninty Four and Paise Seventy Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction