PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	12/04/2021	Prepared by:	T.D. Murthy
PO/WO no.	74987	PO / WO Date.	20/02/2021
Supplier Name	Summit Sales LLP	PO/WO amount	Rs. 6,195/-
Firm/Company	MC Modi Educational Trust	Project	Manilal Modi Memorial Hospital
Sl. No.	Bill No.	Bill Date	Bill amount
1.	16785	02/04/2021	Rs. 6,195/-
2.	-	-	-
3.	-	-	-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 6,195/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	3545	03/03/2021	89794	☑ Yes □ No
2.	-	-	-	□ Yes □ No
3.	-	-	-	□ Yes □ No
4.	-	-	-	□ Yes □ No
Amount B –Other Credits :				-
Amount C –Other Debits :				-
Amount D (D=A+B-C) – Amount to be credited to the supplier:				Rs. 6,195/-
Amount E – PO / WO value:				Rs. 6,195/-
Amount F – Difference (A – E):				-

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	**17/04/2021**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 12 APR 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date	12/4/21	12/4					

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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		
MC Modi Educational Trust	Invoice No.	16785
Manilal Modi Memorial Hospital	Invoice Date.	02-04-2021
	PO No.	74987
	PO Date.	20-02-2021
	Req ID	64126
GSTIN : 36AAATM5488Q2ZO	Req Date	19-02-2021
	Loc Req No	162080

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	8186 - Steel - other - MS Stool - NA - Nos 5'	7216	5	1050.00	5,250.00	18	945.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	5,250.00	945.00
	472.50	472.50	Total Invoice Amount	6,195.00	

Rupees : Six Thousand One Hundred Ninty Five Only.

for Summit Sales LLP

Authorised signatory

76401
1014

Subject to Hyderabad Jurisdiction

M/S MC MET

Recd 11/3/21

DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.
Tel : 040 - 6633 5551

GVDE

M/s ~~G.V. R.~~ M.C.M.E.T. M.C. Modi Educational Trust	DC No. : 3545
Site:	Date : 3/3/21
	Vehicle No. : TS10UB 8887
	P.O. / W.O. No. : 75066 74987
	P.O. / W.O. Date : 20/2/21

Sl. No.	PARTICULARS	Quantity
1	M.S. ~~Stool~~ stan stool 4x05' MS stool 5'	05 Nos
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		05 Nos

GSTIN :

Received the above materials in good condition.

Received by : S.K. Jyoti

Stamp:

Date : 3/3/21

For SUMMIT SALES LLP

3/3/21

Authorised Signatory

Purchase Order

74987
16.02.21 11:20:53

 20-02-2021 15:42:22

From Company : **MC Modi Educational Trust**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAATM5488Q2Z0

Supplier Details			
Summit Sales LLP	**Doc No**	74987	162080
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	20-02-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	22-07-2020	
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	8186 - Steel - other - MS Stool - NA - Nos 5'	5.00	1,050.00	0.00	18.00	6,195.00
					Total Order Value . . .	**6,195.00**

Rupees : Six Thousand One Hundred Ninty Five Only.

Terms and Conditions :-

Specification / Brand	Fabrication, grinding & powder coating should be of good quality.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next day.
Delivery Location	Manilal Modi Memorial Hospital . Phone. .
Penality For Delay	Nil
Transportation Cost	Included in the above price.
Warranty	1 year on workmanship
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for MCMET site purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***MC Modi Educational Trust***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MCMET	Date:	19.02.2021
Site & Phase :	Mani lal Modi Memmorial Hospital	Time:	04:00PM
Supplier		Req. No.	162080
Material required before date:	22-02-2021	ID No.	64126

No	Description	Size	Quantity	Units	Inward No	Date
1	MS Stools	5'	05	No's		
2						
3						
4						
5	84987					
6						
7						
9						
10						
11						

Remarks: For MCMET Plastering purpose.

Prepared By	Pushpalatha	Approved by	T.Madhu
Sign.& Date	19.02.2021	Sign. & Date	19.02.2021

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

APPROVED
20 FEB 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.
Tel : 040 - 6633 5551

M/s ~~G. V. R. C~~ MCMET

Site:

DC No. : 3545
Date : 3/3/21
Vehicle No. : TS10UB 8887
P.O. / W.O. No. : 74987
P.O. / W.O. Date : 22/2/21

S. No.	PARTICULARS	Quantity
1	M.S. St. OOP. x 5'	05 No
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		05 Nos
20		

MODI PROPERTIES PVT LTD * SEC'BAD *
INWARD
No. 46381
Date 10/3
Sign

INWARD
Inward No: 10178 Dt: 03/3/21
MRN No: 89794 Dt: 6/3/21
Received By: Sign:
MC MODI EDUCATIONAL TRUST

GSTIN :

Received the above materials in good condition.

Received by : S.K. Raju

Date : 3/3/21

Stamp:

For SUMMIT SALES LLP

3/3/21

Authorised Signatory

OUTWARD - GATE PASS

No. 3140

Date:	03/3/21	Time:	15:00
Company:	Summit Sale LLP		
Project/site:	Summit Housing LLP		
Destination:	~~GIV Discovery Center (P) Ltd.~~ MCNET		
Outward No.	Vehicle type	Vehicle No	Vehicle driver
898	Jaya	TS10UB8383	S.K. Pasha

	Material Description	Quantity	Units	Approx. rate	Amount
1	M.S. Steel Posts	05	Nos		
2.					
3					
4					
5.					
6.					
7					
8.					
9					
10.					
	Total	06	No		

Charges/refund	Purpose for transfer	Other details (to be filled by Admin audit)
☐No charge	☐Return to supplier for exchange	☐Material received by inward no.________ & date ________
☐For refund from supplier	☐Return to supplier for refund	Details of credit note from supplier date _____ & Amount Rs. ______________/-
☐Transfer to other site/project	☐On loan to be returned	Return of material - inward no. ____________ & date ______
☑Transfer to other site/ project	Cost of material to be collected: ☐Collect 100% cost - new material ☐Collect 60% cost - old material ☐No charges to be collected - value deemed to be nil.	GST bills to be raised ☐ Yes ☐ No GST bill no. ______________, Amount ________________ date ___________
☐Transfer to another phase of firm/company/project	☐No charges to be collected	NA
☑No charge	☐for repairs & service	☐Material received by inward no. _________ & date_______ ___________
☐ Other	Details:	Details:

Remarks. for site use purpose only DC No- P.O- 74987

Gate pass approved by	Project manager	Admin in-charge	Security	
Sign:		[signature]	[signature]	
Received by other site on:	Inward No.	Admin sign:	Security sign.	
03/03/21	10178			[signature]
Approved by	Project accountant	Accounts manager	Admin - Audit	M D
Sign:				

Note: 1. In case of long list attach a separate signed list. 2. Approx rate & amount to be filled by site. 3. Original (white copy) to be sent with material to recipient site. Recipient must sign it and send it to Admin audit. 4. Pink copy to be sent to Admin - audit. 5. In units enter nos, kgs, sft, rft, etc. 6. Project manager / Sr. Engg and Admin in-charge from the issuing site must sign the gate pass. 7 Admin-audit to process gate pass, fill required details, make GST bills, etc and send to MD for approval once in a fortnight.