PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	8/4/21	Prepared by:	NEHA
PO/WO no.	75894	PO / WO Date.	24/3/21
Supplier Name	SSLLP	PO/WO amount	4596.80
Firm/Company	sharad kadakia & others	Project	Head office(Gustaf Hotel)
Sl. No.	Bill No.	Bill Date	Bill amount
1	16646	25/3/21	4,596.80
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			4,596.80

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	14261	25/3/21	—	□ 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:				4,596.80
Amount E – PO / WO value:				4,596.80
Amount F – Difference (A – E): GST-18%				—

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	15/4/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	8/4/21	8/4					

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. 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		
Sharad Kadakia & Others	Invoice No.	16646
5-4-187/ 3 & 4, II Flooor, Secunderabad	Invoice Date.	25-03-2021
	PO No.	75894
	PO Date.	24-03-2021
	Req ID	64923
GSTIN : 36	Req Date	24-03-2021
	Loc Req No	182718

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	8	76.00	608.00	18	109.44
2	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	8	84.00	672.00	18	120.96
3	4059 - Consumables - Surf Detergent Powder - NA -	3402	8	24.00	192.00	18	34.56
4	4055 - Consumables - Scrubber - NA - nos	9603	10	15.00	150.00	18	27.00
5	4003 - Consumables - Bombay Broom - Big - nos	9603	6	63.00	378.00	0	0.00
6	4009 - Consumables - Coconut Broom - other - nos	9603	6	15.00	90.00	0	0.00
7	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6	47.00	282.00	18	50.76
8	4008 - Consumables - Cleaning Cloth - other - nos Check	6307	10	16.80	168.00	5	8.40
9	4008 - Consumables - Cleaning Cloth - other - nos Yellow	6307	10	16.80	168.00	5	8.40
10	4022 - Consumables - Dettol - NA - nos Santoor	3401	4	84.00	336.00	18	60.48
11	4001 - Consumables - Air Freshner - NA - nos Room Freshners	3307	4	85.00	340.00	18	61.20
12	4065 - Consumables - Vim bar - NA - nos	3405	4	45.00	180.00	18	32.40
13	4000 - Consumables - Acid - NA - ltrs	2806	10	21.00	210.00	18	37.80
14	4005 - Consumables - Broom with stick - NA - nos		2	115.00	230.00	18	41.40
15							

IGST	CGST	SGST			
			Total Taxable Amount	4,004.00	592.80
	296.40	296.40	Total Invoice Amount	4,596.80	

Rupees : Four Thousand Five Hundred Ninty Six and Paise Eighty Only.

INWARD No. 75978 Date 30/3 4

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 24-03-2021 14:57:56

75894
24.03.21 11:09:56

From Company :	**Sharad Kadakia and Others** 5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003 G S T No. :

Supplier Details		
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	75894 182718
	Doc Date	24-03-2021
	Quote No	Nil
GSTIN 36ACQFS2044C1Z7	**Quote Date**	24-03-2021
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	4035 - Consumables - Harpic - Cleaner - 500ml - nos	8.00	76.00	0.00	18.00	717.44
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	8.00	84.00	0.00	18.00	792.96
3	4059 - Consumables - Surf Detergent Powder - NA - kgs	8.00	24.00	0.00	18.00	226.56
4	4055 - Consumables - Scrubber - NA - nos	10.00	15.00	0.00	18.00	177.00
5	4003 - Consumables - Bombay Broom - Big - nos	6.00	63.00	0.00	0.00	378.00
6	4009 - Consumables - Coconut Broom - other - nos	6.00	15.00	0.00	0.00	90.00
7	4046 - Consumables - Phinyle - 1Ltr - nos	6.00	47.00	0.00	18.00	332.76
8	4008 - Consumables - Cleaning Cloth - other - nos *Check*	10.00	16.80	0.00	5.00	176.40
9	4008 - Consumables - Cleaning Cloth - other - nos *Yellow*	10.00	16.80	0.00	5.00	176.40
10	4022 - Consumables - Dettol - NA - nos *Santoor*	4.00	84.00	0.00	18.00	396.48
	4001 - Consumables - Air Freshner - NA - nos *Room Freshners*	4.00	85.00	0.00	18.00	401.20
12	4065 - Consumables - Vim bar - NA - nos	4.00	45.00	0.00	18.00	212.40
13	4000 - Consumables - Acid - NA - ltrs	10.00	21.00	0.00	18.00	247.80
14	4005 - Consumables - Broom with stick - NA - nos	2.00	115.00	0.00	18.00	271.40
					Total Order Value . . .	**4,596.80**

Rupees : Four Thousand Five Hundred Ninty Six and Paise Eighty 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.

For ***Sharad Kadakia and Others***

Authorised Signatory

Name :

Contact : -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

 24-03-2021 14:57:56

Purchase Order

Original / Office Copy / Purchase Div.Copy

Delivery Date	Next Working Day.
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
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 Justa Hotel use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For ***Sharad Kadakia and Others***

Authorised Signatory

Name : ______________________

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	Sharad J. Kadakia	Date:	23.03.2021
Site & Phase :	Head Office (Justa Hotel)	Time:	03:55 pm
		Req. No.	182718
Material required before date:		ID No.	64923

S.No	Description	Size	Quantity	Units	Inward No	Date
01	Harpic		08	No's		
02	Lizol		08	No's		
03	Surf Detergent powder	1 kg	08	Packets		
04	Scrubber		10	No's		
05	Bombay Broom		06	No's		
06	Coconut Broom		06	No's		
07	Phenyl Perfumed		06	No's		
08	Cleaning Cloth (Check)		10	No's		
09	Yellow Cloth 75894		10	No's		
10	Santoor Hand Wash		04	No's		
11	Aer Refreshner		04	No's		
12	Vimbar		04	No's		
13	Acid		10	No's		
14	Roof Cleaner	Long	02	No's		

Remarks: Justa Hotel

APPROVED
25 MAR 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Prepared By	Jai kumar	Approved by	
Date	23.03.2021	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 c3olumns.

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		
Sharad Kadakia & Others	DC No.	14261
5-4-187/ 3 & 4, II Flooor, Secunderabad	DC Date.	25-03-2021
	PO No.	75894
	PO Date.	24-03-2021
	Req ID	64923
	Req Date	24-03-2021
GSTIN : 36	Loc Req No	182718

	Description of Goods	HSN/SAC	Qty
1	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	8
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	8
3	4059 - Consumables - Surf Detergent Powder - NA - kgs	3402	8
4	4055 - Consumables - Scrubber - NA - nos	9603	10
5	4003 - Consumables - Bombay Broom - Big - nos	9603	6
6	4009 - Consumables - Coconut Broom - other - nos	9603	6
7	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6
8	4008 - Consumables - Cleaning Cloth - other - nos	6307	10
9	4008 - Consumables - Cleaning Cloth - other - nos	6307	10
10	4022 - Consumables - Dettol - NA - nos	3401	4
11	4001 - Consumables - Air Freshner - NA - nos	3307	4
12	4065 - Consumables - Vim bar - NA - nos	3405	4
13	4000 - Consumables - Acid - NA - ltrs	2806	10
14	4005 - Consumables - Broom with stick - NA - nos		2
15			
16	INWARD		
17	Inward No: 950 Dt: 25/03/21		
18	MRN No: Dt:		
19	Received By: Sanmathi Sign:		
20	MODI PROPERTIES		
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

MODI PROPERTIES No. 49928 Date 1/4 2

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

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.	16646
Sharad Kadakia & Others	Invoice Date.	25-03-2021
5-4-187/ 3 & 4, II Flooor, Secunderabad	PO No.	75894
	PO Date.	24-03-2021
	Req ID	64923
	Req Date	24-03-2021
GSTIN : 36	Loc Req No	182718

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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2	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	8	84.00	672.00	18	120.96
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4	4055 - Consumables - Scrubber - NA - nos	9603	10	15.00	150.00	18	27.00
5	4003 - Consumables - Bombay Broom - Big - nos	9603	6	63.00	378.00	0	0.00
6	4009 - Consumables - Coconut Broom - other - nos	9603	6	15.00	90.00	0	0.00
7	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6	47.00	282.00	18	50.76
8	4008 - Consumables - Cleaning Cloth - other - nos	6307	10	16.80	168.00	5	8.40
	Check						
9	4008 - Consumables - Cleaning Cloth - other - nos	6307	10	16.80	168.00	5	8.40
	Yellow						
10	4022 - Consumables - Dettol - NA - nos	3401	4	84.00	336.00	18	60.48
	Santoor						
11	4001 - Consumables - Air Freshner - NA - nos	3307	4	85.00	340.00	18	61.20
	Room Freshners						
12	4065 - Consumables - Vim bar - NA - nos	3405	4	45.00	180.00	18	32.40
13	4000 - Consumables - Acid - NA - ltrs	2806	10	21.00	210.00	18	37.80
14	4005 - Consumables - Broom with stick - NA - nos		2	115.00	230.00	18	41.40
15							

IGST	CGST	SGST				
			Total Taxable Amount	4,004.00		592.80
	296.40	296.40	Total Invoice Amount	4,596.80		

Rupees : Four Thousand Five Hundred Ninty Six and Paise Eighty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction