

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 SS LLP		PO/WO amount 4596.80	
Firm/Company smood kadakia sotheas		Project Head office (Gustan Hole)	
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):			4596.80
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
Sign:			
Date	8/4/21	8/4/21	

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

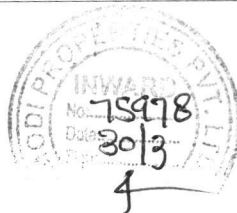
Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 25-03-2021

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

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order

Page(s) 1 Of 2

24-03-2021 14:57:56

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



75894
24.03.21 11:09:56

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	75894	182718
Doc Date	24-03-2021	
Quote No	Nil	
Quote Date	24-03-2021	
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 - Phynyle - 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
11 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

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Contact : -

Purchase Order

Page(s) 2 Of 2

24-03-2021 14:57:56

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

Penalty 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 : _____

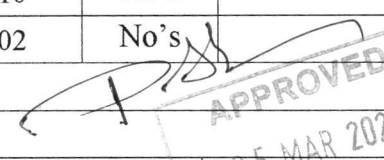
Name : _____

Accepted the above Terms And Conditions

For **Summit Sales LLP**

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		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 columns.

Summit Sales LLP

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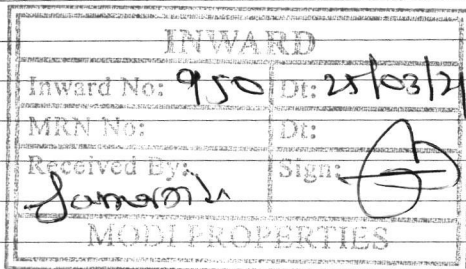
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

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1 of 1 : 25-03-2021

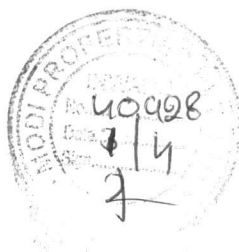
Customer Details		DC No.	14261
Sharad Kadakia & Others 5-4-187/3 & 4, II Floor, Secunderabad GSTIN : 36		DC Date.	25-03-2021
		PO No.	75894
		PO Date.	24-03-2021
		Req ID	64923
		Req Date	24-03-2021
		Loc Req No	182718
	Description of Goods	HSN/SAC	Qty
1	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	8
2	4039 - Consumables - Lisoil 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
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 25-03-2021

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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 - Cleanng 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

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