

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 27-04-21		Prepared by: BHAVANI	
PO/WO no. 76458		PO / WO Date. 17-04-21	
Supplier Name SSLP		PO/WO amount 4,623	
Firm/Company NE		Project NE	
Sl. No.	Bill No.	Bill Date	Bill amount
1	17026	20/4/21	4,623
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			4,623
Sl. No.	DC No	DC. Date	MRN No. DC matches MRN
1.	14579	20/4/21	91468 ☐ 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:			4,623
Amount E – PO / WO value:			4,623
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		03/5/21	
Remarks: Incentive RS-20/-			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			
Date	27/4/21	27/4	

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

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 : 20-04-2021

Customer Details				Invoice No.		17026	
Nilgiri Estates				Invoice Date.		20-04-2021	
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad				PO No.		76458	
				PO Date.		17-04-2021	
				Req ID		65449	
GSTIN : 36AAHFN0766F1ZA				Req Date		17-04-2021	
				Loc Req No		175261	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4009 - Consumables - Coconut Broom - other - nos	9603	30	15.75	472.50	0	0.00
2	4003 - Consumables - Bombay Broom - Big - nos	9603	10	63.00	630.00	0	0.00
3	4005 - Consumables - Broom with stick - NA - nos		5	115.00	575.00	18	103.50
4	6023 - Miscellaneous - GI- Bucket - other - nos	8431	3	125.00	375.00	18	67.50
5	4006 - Consumables - Bucket - other - nos	7310	6	231.00	1,386.00	18	249.48
6	4022 - Consumables - Dettol - NA - nos	3401	2	84.00	168.00	18	30.24
7	4001 - Consumables - Air Freshner - NA - nos Room Freshners	3307	5	80.00	400.00	18	72.00
8	4098 - Consumables - Dust pan - NA - nos		5	16.80	84.00	12	10.08
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
				266.40		266.40	
Total Taxable Amount				4,090.50		532.80	
Total Invoice Amount				4,623.30			

Rupees : Four Thousand Six Hundred Twenty Three and Paise Thirty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 2

19-04-2021 13:08:48

O:



76458

16.04.21 1:10:44

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IIInd 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	76458	175261
Doc Date	17-04-2021	
Quote No	Nil	
Quote Date	17-04-2021	
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	15.75	0.00	0.00	472.50
2 4003 - Consumables - Bombay Broom - Big - nos	10.00	63.00	0.00	0.00	630.00
3 4005 - Consumables - Broom with stick - NA - nos	5.00	115.00	0.00	18.00	678.50
4 6023 - Miscellaneous - GI- Bucket - other - nos	3.00	125.00	0.00	18.00	442.50
5 4006 - Consumables - Bucket - other - nos	6.00	231.00	0.00	18.00	1,635.48
6 4022 - Consumables - Dettol - NA - nos	2.00	84.00	0.00	18.00	198.24
7 4001 - Consumables - Air Freshner - NA - nos Room Freshners	5.00	80.00	0.00	18.00	472.00
8 4098 - Consumables - Dust pan - NA - nos	5.00	16.80	0.00	12.00	94.08
Total Order Value . . .					4,623.30

Rupees : Four Thousand Six Hundred Twenty Three and Paise Thirty Only.

Terms and Conditions :-

Specification / Brand All material as per the brand of amazon

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

Penalty For Delay Nil

Transportation Cost 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 office use purpose.

Completion Date NA

For **Nilgiri Estates**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name :

Name : _____

Date : __/__/__

Purchase Order

Page(s) 2 Of 2

19-04-2021 13:08:48

Original / Office Copy / Purchase Div. Copy

Measurement NA
Security Nil
Remarks

For **Nilgiri Estates**

Authorised Signatory

Name :


19/04/2021

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		NILGIRI ESTATES		Date:		17-04-2021	
Site & Phase :		NILGIRI ESTATE		Time:		12:30	
Supplier				Req. No.		175261	
Material required before date:		Urgent		ID No.		65449	

No	Description	Size	Quantity	Units	Inward No	Date
1	Coconut Broom ✓	STD	30	No's		
3	Bombay Brooms ✓	BIG	10	No's		
4	Ceiling Brooms ✓	STD	05	No's		
5	Steel Buckets ✓	STD	03	No's		
6	Plastic Buckets ✓	STD	06	No's		
7	Dettol ✓ 76458	STD	02	No's		
8	Air Freshner ✓	STD	05	No's		
9	Dust Pan ✓	STD	05	No's		
10						

Remarks: -For site use purpose

Prepared By	Akheel	Approved by	
Sign. & Date	17-04-2021	Sign. & Date	

Certified by:

M. J.

Project Manager

Nilgiri Estates

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

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						
5						
6						
7						
8						
9						
10						

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.

Summit Sales LLP

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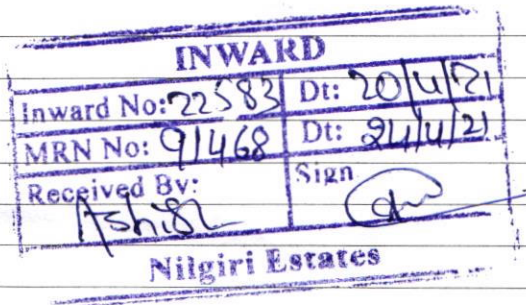
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GSTIN : 36AAHFN0766F1ZA		Loc Req No	175261
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2	4003 - Consumables - Bombay Broom - Big - nos	9603	10
3	4005 - Consumables - Broom with stick - NA - nos		5
4	6023 - Miscellaneous - GI- Bucket - other - nos	8431	3
5	4006 - Consumables - Bucket - other - nos	7310	6
6	4022 - Consumables - Dettol - NA - nos	3401	2
7	4001 - Consumables - Air Freshner - NA - nos	3307	5
8	4098 - Consumables - Dust pan - NA - nos		5
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for Summit Sales LLP

Authorised signatory

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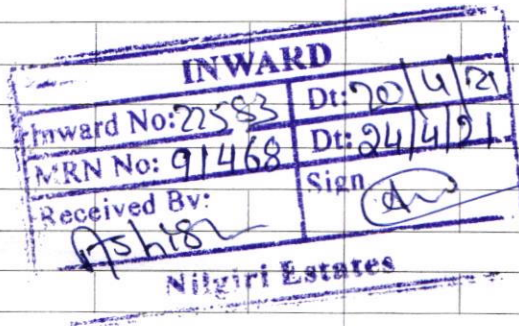
TRANSIT COPY

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