PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 15/5/21 | Prepared by: | Prabhakar |
| PO/WO no. | 76943 | PO / WO Date. | 5/5/21 |
| Supplier Name | SSLLP | PO/WO amount | 475.44 |
| Firm/Company | VistaHomes | Project | VistaHomes |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1 | 17267 | 7/5/21 | 475.44 |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 475.44 |

| Sl. No. | DC.No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | 14777 | 7/5/21 | 91871 | ☑ Yes ☐ No |
| 2. | | | | ☐ Yes ☐ No |
| 3. | | | | ☐ Yes ☐ No |

| | |
|---|---|
| Amount B –Other Credits :_Transportation charges/Charges | — |
| Amount C –Other Debits : | — |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | 475.44 |
| Amount E – PO / WO value: | 475.44 |
| 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 | 7/5/21 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | | [signature] | | | | | |
| Date | | 15/5/21 | | | | | |

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/-

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** | | |
|---|---|---|
| Vista Homes | Invoice No. | 17267 |
| Kapra, Opp to MRR School, Ecil | Invoice Date. | 07-05-2021 |
| | PO No. | 76943 |
| SY.no.193 | PO Date. | 05-05-2021 |
| | Req ID | 65875 |
| GSTIN : 36AAGFV2068P1ZJ | Req Date | 04-05-2021 |
| | Loc Req No | 180782 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 7560 - Stationery - other - Pen - NA - nos | 9608 | 24 | 5.50 | 132.00 | 12 | 15.84 |
| | Cello Blue | | | | | | |
| 2 | 7560 - Stationery - other - Pen - NA - nos | 9608 | 12 | 5.50 | 66.00 | 12 | 7.92 |
| | Red Cello | | | | | | |
| 3 | 7560 - Stationery - other - Pen - NA - nos | 9608 | 12 | 3.50 | 42.00 | 12 | 5.04 |
| 4 | 7544 - Stationery - other - Marker - NA - nos | 9608 | 6 | 16.00 | 96.00 | 12 | 11.52 |
| 5 | 7605 - Stationery - other - Whitner Pen - NA - nos | 9608 | 4 | 21.00 | 84.00 | 18 | 15.12 |
| 6 | | | | | | | |
| 7 | | | | | | | |
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| 13 | | | | | | | |
| 14 | | | | | | | |
| 15 | | | | | | | |

| IGST | CGST | SGST | Total Taxable Amount | 420.00 | | 55.44 |
|---|---|---|---|---|---|---|
| | 27.72 | 27.72 | Total Invoice Amount | 475.44 | | |

Rupees : Four Hundred Seventy Five and Paise Fourty Four Only.

**for Summit Sales LLP**

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. INWARD No. 80218 Date 8/5 Sign. SEC'BAD

*Authorised signatory*

# Purchase Order

 05-05-2021 17:42:27 Ori

76943
06 05 21 4.35:37

From Company : **Vista Homes**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAGFV2068P1ZJ

| **Supplier Details** | | | |
|---|---|---|---|
| Summit Sales LLP | **Doc No** | 76943 | 180782 |
| 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad | **Doc Date** | 05-05-2021 | |
| | **Quote No** | Nil | |
| **GSTIN** 36ACQFS2044C1Z7 | **Quote Date** | 05-05-2021 | |
| 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 | 7560 - Stationery - other - Pen - NA - nos<br>*Cello Blue* | 24.00 | 5.50 | 0.00 | 12.00 | 147.84 |
| 2 | 7560 - Stationery - other - Pen - NA - nos<br>*Red Cello* | 12.00 | 5.50 | 0.00 | 12.00 | 73.92 |
| 3 | 7560 - Stationery - other - Pen - NA - nos | 12.00 | 3.50 | 0.00 | 12.00 | 47.04 |
| 4 | 7544 - Stationery - other - Marker - NA - nos | 6.00 | 16.00 | 0.00 | 12.00 | 107.52 |
| 5 | 7605 - Stationery - other - Whitner Pen - NA - nos | 4.00 | 21.00 | 0.00 | 18.00 | 99.12 |
| | | | | | **Total Order Value . . .** | **475.44** |

Rupees : Four Hundred Seventy Five and Paise Fourty Four 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** | Vista Homes<br>Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school<br>Phone. Contact: 8790166611 |
| **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 circulars filling plans filling purpose. |
| **Completion Date** | NA |
| **Measurment** | NA |
| **Security** | Nil |
| **Remarks** | . |

For ***Vista Homes***

Authorised Signatory

Name : 

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

1237

# Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | Vista Homes | Date: | 04.05.21 |
| Site & Phase : | Vista Homes | Time: | 11:30 |
| Supplier: | | Req. No. | 180782 |
| Material required before date: | 08.05.2021 | ID No. | 65875 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | **Cello Blue pens** | | 24 | No's | | |
| 2 | **Cello Red pens** | | 12 | No's | | |
| 3 | Ordinary Blue Pens | | 12 | No's | | |
| 4 | Markers | | 06 | No's | | |
| 5 | Correction pen | | 04 | No's | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

76943

Remarks: For Site office purpose.

APPROVED
07 MAY 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

| | | | |
|---|---|---|---|
| Prepared By | T.Madhu | Approved by | |
| Sign.& Date | 04.05.21 | Sign. & Date | |

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

DELIVERY CHALLAN

# Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003
Email: purchase@modiproperties.com
**GSTIN/UNI: 36ACQFS2044C1Z7**



Supplier / Customer / Transporter - Copy

| | |
|---|---|
| DC No. | 14777 |
| DC Date. | 07-05-2021 |
| PO No. | 76943 |
| PO Date. | 05-05-2021 |
| Req ID | 65875 |
| Req Date | 04-05-2021 |
| Loc Req No | 180782 |

**Customer Details**
Vista Homes
Kapra, Opp to MRR School, Ecil

SY.no.193

GSTIN : 36AAGFV2068P1ZJ

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 7560 - Stationery - other - Pen - NA - nos | 9608 | 24 |
| 2 | 7560 - Stationery - other - Pen - NA - nos | 9608 | 12 |
| 3 | 7560 - Stationery - other - Pen - NA - nos | 9608 | 12 |
| 4 | 7544 - Stationery - other - Marker - NA - nos | 9608 | 6 |
| 5 | 7605 - Stationery - other - Whitner Pen - NA - nos | 9608 | 4 |
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**for Summit Sales LLP**

*Authorised signatory*

Subject to Hyderabad Jurisdiction

INWARD
Inward No: 25915 Dt: 7/5/21
GRN No: 91871 Dt: 7/5/21
Received By: Sign:
Vista Homes

MODI PROPERTIES PVT. LTD.
INWARD
71620
11/5
SEC'BAD

TAX INVOICE

# Summit Sales LLP

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

Email: purchase@modiproperties.com

TRANSIT COPY

Supplier / Customer / Transporter - Copy

**GSTIN/UNI: 36ACQFS2044C1Z7**



| **Customer Details** | | |
|---|---|---|
| Vista Homes | Invoice No. | 17267 |
| Kapra, Opp to MRR School, Ecil | Invoice Date. | 07-05-2021 |
| | PO No. | 76943 |
| | PO Date. | 05-05-2021 |
| SY.no.193 | Req ID | 65875 |
| | Req Date | 04-05-2021 |
| GSTIN : 36AAGFV2068P1ZJ | Loc Req No | 180782 |

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| 14 | | | | | | | |
| 15 | | | | | | | |

| IGST | CGST | SGST | Total Taxable Amount | 420.00 | | 55.44 |
|---|---|---|---|---|---|---|
| | 27.72 | 27.72 | Total Invoice Amount | 475.44 | | |

Rupees : Four Hundred Seventy Five and Paise Fourty Four Only.

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INWARD
Inward No: 25915 Dt: 7/5/21
GRN No: 91871 Dt: 7/5/21
Received By: Sign:
Vista Homes

**for Summit Sales LLP**

*Authorised signatory*