

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		15-6-21		Prepared by:		Ami	
PO/WO no.		77370		PO / WO Date.		02-06-21	
Supplier Name		SSIIP		PO/WO amount		2,811.48/-	
Firm/Company		MMR Kowkur LLP		Project		GHT	
Sl. No.	Bill No.			Bill Date	Bill amount		
1	17581			07-06-21	2,811.48/-		
2							
3							
4							
Amount A - Bills total(Excluding Transport & Hamali Charges):						2,811.48/-	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	15055	07-06-21	92575	☒ 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:						2,811.48/-	
Amount E - PO / WO value:						2,811.48/-	
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. <u>7/-</u> ☐ No			
Payment - due date				21-06-21			
Remarks:							

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts - receiver of bill	Accountant	Accounts Manager
Sign:							
Date	15/6/21	15/6					

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 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. 1,00,000/- 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

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 07-06-2021

Customer Details				Invoice No.		17581	
Mehta & Modi Realty Kowkur LLP Sy No. 196, Kowkur, Hyderabad GSTIN : 36ABLFM7631F1Z3				Invoice Date.		07-06-2021	
				PO No.		77370	
				PO Date.		02-06-2021	
				Req ID		66348	
				Req Date		01-06-2021	
				Loc Req No		140593	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7584 - Stationery - other - Scribbling Pads - other -		12	12.00	144.00	18	25.92
2	7560 - Stationery - other - Pen - NA - nos blue	9608	40	3.50	140.00	12	16.80
3	7563 - Stationery - other - Pencil - NA - boxes	4421	1	42.00	42.00	12	5.04
4	7594 - Stationery - other - Stapler pin - other - boxes no.10	7415	4	7.00	28.00	18	5.04
5	7594 - Stationery - other - Stapler pin - other - boxes no.45	7415	4	16.00	64.00	18	11.52
6	7552 - Stationery - other - Note pads - other - nos		5	45.00	225.00	18	40.50
7	7593 - Stationery - other - Stapler - other - nos	9608	2	39.00	78.00	18	14.04
8	7538 - Stationery - other - L - File Folders - NA - nos		10	8.40	84.00	18	15.12
9	7571 - Stationery - other - Projects folder - NA - nos A4		100	5.50	550.00	18	99.00
10	7544 - Stationery - other - Marker - NA - nos blue 5 nos red 5 nos	9608	10	16.00	160.00	12	19.20
11	7509 - Stationery - other - Calculator - NA - nos		4	158.00	632.00	18	113.76
12	7605 - Stationery - other - Whitner Pen - NA - nos	9608	3	21.00	63.00	18	11.34
13	7505 - Stationery - other - Binder Clips - other -	8305	2	40.00	80.00	18	14.40
14	7514 - Stationery - other - Cello Tape - other - nos Brown tape		2	55.00	110.00	18	19.80
15							
IGST				CGST		SGST	
				205.74		205.74	
Total Taxable Amount				2,400.00		411.48	
Total Invoice Amount				2,811.48			

Rupees : Two Thousand Eight Hundred Eleven and Paise Fourty Eight Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 2

03-06-2021 10:02:28 AM



77370

06.05.21 4:35:40

From Company : **Mehta & Modi Realty Kowkur LLP**

5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003

G S T No. : 36ABLFM7631F1Z3

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

77370

140593

Doc Date

02-06-2021

Quote No

Nil

Quote Date

02-06-2021

SupplyType

Supply

Kind Attn : **Hamendra, Prabhakar**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7584 - Stationery - other - Scribbling Pads - other - nos	12.00	12.00	0.00	18.00	169.92
2 7560 - Stationery - other - Pen - NA - nos blue	40.00	3.50	0.00	12.00	156.80
3 7563 - Stationery - other - Pencil - NA - boxes	1.00	42.00	0.00	12.00	47.04
4 7594 - Stationery - other - Stapler pin - other - boxes no.10	4.00	7.00	0.00	18.00	33.04
5 7594 - Stationery - other - Stapler pin - other - boxes no.45	4.00	16.00	0.00	18.00	75.52
6 7552 - Stationery - other - Note pads - other - nos	5.00	45.00	0.00	18.00	265.50
7 7593 - Stationery - other - Stapler - other - nos	2.00	39.00	0.00	18.00	92.04
8 7538 - Stationery - other - L - File Folders - NA - nos	10.00	8.40	0.00	18.00	99.12
9 7571 - Stationery - other - Projects folder - NA - nos A4	100.00	5.50	0.00	18.00	649.00
10 7544 - Stationery - other - Marker - NA - nos blue 5 nos red 5 nos	10.00	16.00	0.00	12.00	179.20
11 7509 - Stationery - other - Calculator - NA - nos	4.00	158.00	0.00	18.00	745.76
12 7605 - Stationery - other - Whitner Pen - NA - nos	3.00	21.00	0.00	18.00	74.34
13 7505 - Stationery - other - Binder Clips - other - boxes	2.00	40.00	0.00	18.00	94.40
14 7514 - Stationery - other - Cello Tape - other - nos Brown tape	2.00	55.00	0.00	18.00	129.80
Total Order Value ...					2,811.48
Rupees : Two Thousand Eight Hundred Eleven and Paise Fourty Eight 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 **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name :

04/06/2021

Name :

Date : _/_/

Purchase Order

Page(s) 2 Of 2

03-06-2021 10:02:28 AM

Original / Office Copy / Purchase Div.Copy

Delivery Date Next Working Day.

Delivery Location Greenwood Heights
Sy no: 196, Kowkur.
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 site office purpose.

Completion Date NA

Measurment NA

Security Nil

Remarks

For **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name :

04/06/2021

Name :

Date : _/_/

Requisition Form

Company Name:		MMR Kowkur llp		Date:		01-06-2021		
Site & Phase :		GHT		Time:		09:45		
Supplier				Req. No.		140593		
Material required before date:			03-06-2021		ID No.			66348
No	Description	Size	Quantity	Units	Inward No	Date		
1	Scrippling pads	Std	12	No.s				
2	Blue pens	Std	2	Boxes				
3	Pencils	Std	1	Box				
4	Stapler pins	Small	4	Boxes				
5	Stapler pins	Big	4	Boxes				
6	Staplers	Small	02	No.s				
7	Stick on papers	Std	5	No.s				
8	Transparancy folders[L-Shape]	A4	1	Packet				
9	Folder covers	A4	1	Packet				
10	Permanent markers[Red]	SMALL	05	No.s				
11	Permanent markers[Blue]	SMALL	05	No.s				
12	Calculators	Std	04	No.s				
13	Whitener	Std	03	No.s				
14	Black clips	Small	02	Boxes				
15	Black clips	Big	02	Boxes				
16	Brown tapes	Big	02	No.s				
Remarks: - For Sales staff purpose								
Prepared By		N .Sharvya		Approved by				
Sign.& Date		01-06-2021		Sign. & Date		01-06-2021		

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

APPROVED
03 JUN 2021
MINISH PARIKH
A. Suresh
PROCUREMENT

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 : 07-06-2021

Customer Details		DC No.	15055
Mehta & Modi Realty Kowkur LLP Sy No. 196, Kowkur, Hyderabad GSTIN : 36ABLFM7631F1Z3		DC Date.	07-06-2021
		PO No.	77370
		PO Date.	02-06-2021
		Req ID	66348
		Req Date	01-06-2021
		Loc Req No	140593
Description of Goods		HSN/SAC	Qty
1	7584 - Stationery - other - Scribbling Pads - other - nos		12
2	7560 - Stationery - other - Pen - NA - nos	9608	40
3	7563 - Stationery - other - Pencil - NA - boxes	4421	1
4	7594 - Stationery - other - Stapler pin - other - boxes	7415	4
5	7594 - Stationery - other - Stapler pin - other - boxes	7415	4
6	7552 - Stationery - other - Note pads - other - nos		5
7	7593 - Stationery - other - Stapler - other - nos	9608	2
8	7538 - Stationery - other - L - File Folders - NA - nos		10
9	7571 - Stationery - other - Projects folder - NA - nos		100
10	7544 - Stationery - other - Marker - NA - nos	9608	10
11	7509 - Stationery - other - Calculator - NA - nos		4
12	7605 - Stationery - other - Whitner Pen - NA - nos	9608	3
13	7505 - Stationery - other - Binder Clips - other - boxes	8305	2
14	7514 - Stationery - other - Cello Tape - other - nos		2
15			
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INWARD	
inward No: 111 & 8	Di: 07/06/21
MRN No: 92575	Di: 9/6/21
Received By:	Sign:
MEHTA & MODI REALTY KOWKUR LLP	

111.58

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

TRANSPORT COPY

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 07-06-2021

Customer Details					Invoice No.		17581	
Mehta & Modi Realty Kowkur LLP Sy No. 196, Kowkur, Hyderabad : GSTIN : 36ABLFM7631F1Z3					Invoice Date.		07-06-2021	
					PO No.		77370	
					PO Date.		02-06-2021	
					Req ID		66348	
					Req Date		01-06-2021	
					Loc Req No		140593	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt	
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2	7560 - Stationery - other - Pen - NA - nos blue	9608	40	3.50	140.00	12	16.80	
3	7563 - Stationery - other - Pencil - NA - boxes	4421	1	42.00	42.00	12	5.04	
4	7594 - Stationery - other - Stapler pin - other - boxes no.10	7415	4	7.00	28.00	18	5.04	
5	7594 - Stationery - other - Stapler pin - other - boxes no45	7415	4	16.00	64.00	18	11.52	
6	7552 - Stationery - other - Note pads - other - nos		5	45.00	225.00	18	40.50	
7	7593 - Stationery - other - Stapler - other - nos	9608	2	39.00	78.00	18	14.04	
8	7538 - Stationery - other - L - File Folders - NA - nos		10	8.40	84.00	18	15.12	
9	7571 - Stationery - other - Projects folder - NA - nos A4		100	5.50	550.00	18	99.00	
10	7544 - Stationery - other - Marker - NA - nos blue 5 nos red 5 nos	9608	10	16.00	160.00	12	19.20	
11	7509 - Stationery - other - Calculator - NA - nos		4	158.00	632.00	18	113.76	
12	7605 - Stationery - other - Whitner Pen - NA - nos	9608	3	21.00	63.00	18	11.34	
13	7505 - Stationery - other - Binder Clips - other -	8305	2	40.00	80.00	18	14.40	
14	7514 - Stationery - other - Cello Tape - other - nos Brown tape		2	55.00	110.00	18	19.80	
15								
IGST		CGST	SGST	Total Taxable Amount		2,400.00	411.48	
		205.74	205.74	Total Invoice Amount		2,811.48		
Rupees : Two Thousand Eight Hundred Eleven and Paise Fourty Eight Only.								

Rupees : Two Thousand Eight Hundred Eleven and Paise Fourty Eight Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 11188	Dr: 07/06/21
MRN No: 92525	Dr: 9/6/21
Received By:	Sign:
MEHTA & MODI REALTY KOWKUR LLP	

111.58