PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	22/6/21	Prepared by:	B.NANDINI
PO/WO no.	77741	PO / WO Date.	17/6/21
Supplier Name	Summit Sales LLP	PO/WO amount	5345/-
Firm/Company	MPL	Project	MFP
Sl. No.	Bill No.	Bill Date	Bill amount
1	17728	18/6/21	5345/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	15175	18/6/21	92850	☑ 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:	5345/-
Amount E – PO / WO value:	5345/-
Amount F – Difference (A – E): GST-18%	0/-

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	28/6/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date			22 JUN 2021				

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

Customer Details		
Modi Properties Private Limited,.	Invoice No.	17728
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	18-06-2021
	PO No.	77741
	PO Date.	17-06-2021
	Req ID	66692
GSTIN : 36AABCM4761E1ZM	Req Date	15-06-2021
	Loc Req No	177730

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	2099 - Carpentry - hardware - Fischer - 5mm - pkts	3926	15	142.00	2,130.00	18	383.40
2	2302 - Carpentry - hardware - SS Screws - 35 x 8 mm		15	160.00	2,400.00	18	432.00
3							
4							
5							
6							
7							
8							
9							
10							
11							
12	Inward no : 16659 Date : 18/6/21						
13	DC No : 15175. MRN No : 92850						
14							
15							

IGST	CGST	SGST	Total Taxable Amount	4,530.00		815.40
	407.70	407.70	Total Invoice Amount	5,345.40		

Rupees : Five Thousand Three Hundred Fourty Five and Paise Fourty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 81160 Date 19/6

Purchase Order

 19-06-2021 9:31:59 AM

77741
15.06.21 11:03:11

py

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	77741	177730
	Doc Date	17-06-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	17-06-2021	
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	2099 - Carpentry - hardware - Fischer - 5mm - pkts	15.00	142.00	0.00	18.00	2,513.40
2	2302 - Carpentry - hardware - SS Screws - 35 x 8 mm - nos	15.00	160.00	0.00	18.00	2,832.00
					Total Order Value . . .	**5,345.40**

Rupees : Five Thousand Three Hundred Fourty Five and Paise Fourty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	10 years warranty.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Payment as per actual receipt of material. Above order for A block flats windows fixing urpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

19/06/2021

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition "Form

Company Name:	Modi Properties Pvt Ltd	Date:	15.06.2020
Site & Phase :	May Flower Platinum	Time:	12.30
Supplier		Req.No.	177730
Material required before date:	18.06.2021	ID No.	66692

No	Description	Size	Quantity	Units	Inward No	Date
1	SS Screws 5mm	35mmx8mm	15	Boxes		
2	Fishers 5mm	35mmx8mm	15	Boxes		
3						
4	77745					
5						
6			APPROVED			
7			17 JUN 2021			
8						
9			MINISH PARIKH MANAGER PROCUREMENT			
10						

Remarks: Towards A block grills fixing use purpose

Prepared By	K .Sravani Reddy	Approved by	S.V.Subba Reddy
Sign.& Date	15.06.2020	Sign. & Date	

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