PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	22/6/21	Prepared by:	B. NANDINI
PO/WO no.	77740	PO / WO Date.	17/6/21
Supplier Name	Summit Sales LLP	PO/WO amount	26024/-
Firm/Company	MPL	Project	MFP
Sl. No.	Bill No.	Bill Date	Bill amount
1	17756	19/6/21	17174/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	15202	19/6/21	92932	☑ 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:	17174/-
Amount E – PO / WO value:	26024/-
Amount F – Difference (A – E): GST-18%	8850/-

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	Invoice No.	17756
Modi Properties Private Limited,.	Invoice Date.	19-06-2021
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	77740
	PO Date.	17-06-2021
	Req ID	66689
GSTIN : 36AABCM4761E1ZM	Req Date	15-06-2021
	Loc Req No	177728

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	6621 - Paints - Janta pasta - NA - Nos	3506	3	120.00	360.00	18	64.80
2	7109 - Plumbing - other - Araldite - other - gms	3506	5	1155.00	5,775.00	18	1,039.50
3	3134 - Chemicals - Tile Grout - 1kg - pkts	3214	30	46.00	1,380.00	18	248.40
	silk and white each 20 nos						
4	3165 - Chemicals - R0ff Stone Tile Adhesive - 25 -	3214	10	704.00	7,040.00	18	1,267.20
5							
6							
7							
8							
9							
10							
11							
12							
13	Inward No : 16690 DC No : 15002 Date : 19/6/21						
14							
15							

IGST	CGST	SGST	Total Taxable Amount	14,555.00		2,619.90
	1,309.95	1,309.95	Total Invoice Amount	17,174.90		

Rupees : Seventeen Thousand One Hundred Seventy Four and Paise Ninty Only.

for Summit Sales LLP

Authorised signatory

81229
21|c

Subject to Hyderabad Jurisdiction

Purchase Order

 19-06-2021 9:31:59 AM

77740
15.06.21 11:03:11

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	**Doc No**	77740	177728
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**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	6621 - Paints - Janta pasta - NA - Nos	3.00	120.00	0.00	18.00	424.80
2	7109 - Plumbing - other - Araldite - other - gms	5.00	1,155.00	0.00	18.00	6,814.50
3	3134 - Chemicals - Tile Grout - 1kg - pkts *silk and white each 20 nos*	40.00	46.00	0.00	18.00	2,171.20
4	3165 - Chemicals - ROff Stone Tile Adhesive - 25 - Kgs	20.00	704.00	0.00	18.00	16,614.40
				Total Order Value . . .		**26,024.90**

Rupees : Twenty Six Thousand Twenty Four and Paise Ninty 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	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
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 site use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

Partiall material Received.
Invoice No : 17756
Date : 19/6/21
Amt : 17,174

Accepted the above Terms And Conditions

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name : 19/06/2021

For *Summit Sales LLP*

Name : ____________

Date : __/__/____

Requisition "Form

npany Name:	Modi Properties Pvt Ltd	Date:	15.06.2020
& Phase :	May Flower Platinum	Time:	11.40
plier		Req.No.	177728
terial required before date:	18.06.2021	ID No.	66689

	Description	Size	Quantity	Units	Inward No	Date
	Janata Paste	500 gm	5	Nos		
	Araldite	1 kg	5	Nos		
	White grout	1kg	20	Nos		
4	Roff chemical [stone tile adhesive]	20kgs	20	Nos		
5	Silk grout 77740	1kg	20	Nos		
6				APPROVED 17 JUN 2021 MINISH PARIKH MANAGER PROCUREMENT		
7						
8						
9						
10						

Remarks: Towards site 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.