16/2

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	30-6-21	Prepared by:	Au[illegible]
PO/WO no.	78005	PO / WO Date.	24-6-21
Supplier Name	SSIIP	PO/WO amount	2350/-
Firm/Company	Moli Properties Pvt Ltd	Project	MPL
Sl. No.	Bill No.	Bill Date	Bill amount
1	17932	28-6-21	1701/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1701/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	15330	28-6-21	93271	☐ 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:	1701/-
Amount E – PO / WO value:	2350/-
Amount F – Difference (A – E): GST-18%	649/-
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	05-07-21

Remarks: Short material delivered. Material to be recieved

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	30/6/21	1/7/21					

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

ORIGINAL 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.	17932
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	28-06-2021
	PO No.	78005
	PO Date.	24-06-2021
	Req ID	66945
GSTIN : 36AABCM4761E1ZM	Req Date	22-06-2021
	Loc Req No	177751

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos	9608	40	3.50	140.00	12	16.80
	Red(05)/ Black (05)/ Blue (05)						
2	7584 - Stationery - other - Scribbling Pads - other -		10	15.00	150.00	18	27.00
3	7594 - Stationery - other - Stapler pin - other - boxes	7415	7	6.00	42.00	18	7.56
	Small						
4	7594 - Stationery - other - Stapler pin - other - boxes	7415	3	21.00	63.00	18	11.34
	Big						
5	7544 - Stationery - other - Marker - NA - nos	9608	20	16.00	320.00	12	38.40
	Black						
6	7512 - Stationery - other - CD Marker - NA - nos	9608	10	18.90	189.00	12	22.68
7	7605 - Stationery - other - Whitner Pen - NA - nos	9608	5	21.00	105.00	18	18.90
8	7593 - Stationery - other - Stapler - other - nos	9608	2	189.00	378.00	18	68.04
	Big						
9	7592 - Stationery - other - stamp pad - NA - nos	9612	2	44.00	88.00	18	15.84
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	1,475.00		226.56
	113.28	113.28	Total Invoice Amount	1,701.56		

Rupees : One Thousand Seven Hundred One and Paise Fifty Six Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 21658
Date 29/6
Sign.

Purchase Order

24-06-2021 15:17:06 Orig

78005
24.06.21 12:03:57

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**	78005	177751
	Doc Date	24-06-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	24-06-2021	
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	7560 - Stationery - other - Pen - NA - nos *Red(05)/ Black (05)/ Blue (05)*	80.00	3.50	0.00	12.00	313.60
2	7584 - Stationery - other - Scribbling Pads - other - nos	15.00	15.00	0.00	18.00	265.50
3	7594 - Stationery - other - Stapler pin - other - boxes *Small*	7.00	6.00	0.00	18.00	49.56
4	7594 - Stationery - other - Stapler pin - other - boxes *Big*	3.00	21.00	0.00	18.00	74.34
5	7528 - Stationery - other - Fevistick - NA - nos	10.00	20.00	0.00	12.00	224.00
6	7544 - Stationery - other - Marker - NA - nos *Black*	30.00	16.00	0.00	12.00	537.60
7	7512 - Stationery - other - CD Marker - NA - nos	10.00	18.90	0.00	12.00	211.68
8	7605 - Stationery - other - Whitner Pen - NA - nos	5.00	21.00	0.00	18.00	123.90
9	7593 - Stationery - other - Stapler - other - nos *Big*	2.00	189.00	0.00	18.00	446.04
10	7592 - Stationery - other - stamp pad - NA - nos	2.00	44.00	0.00	18.00	103.84
					Total Order Value . . .	**2,350.06**

Rupees : Two Thousand Three Hundred Fifty and Paise Six Only.

<u>Terms and Conditions :-</u>

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

For ***Modi Properties Pvt.Ltd.***
Authorised Signatory

Accepted the above Terms And Conditions
For ***Summit Sales LLP***

Name : ____________ Name : ____________ Date : __/__/____

Contact - -

Requisition Form

...y Name:	Modi Properties Pvt Ltd	Date:	22.06.2021
...t Phase :	May Flower Platinum	Time:	10.44
...pplier		Req.No.	177751
Material required before date:	26.06..2021	ID No.	66945

No	Description	Size	Quantity	Units	Inward No	Date
1	Pens blue /black /red	Std	05	Boxes		
2	Scrbling pads	Std	15	Nos		
3	Stapler pins small /big	Std	05	Boxes		
4	Fevistick	Std	10	Nos		
5	Markers black	Std	10	Boxes		
6	Small markers 78005	Std	10	No s		
7	Whiteners	Std	05	Nos		
8	**Staplar big**	Std	02	No		
9	Stamp pad	Std	02	Nos		
10						

Remarks: for site use purpose

Prepared By	K.Sravani Reddy	Approved by	S.V.Subba Reddy
Sign.& Date	22.06.2021	Sign. & Date	

APPROVED
22 JUN 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Note:

DELIVERY CHALLAN

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,
Sy No. 82/1, Mallapur, Nacharam, Hyderabad

GSTIN : 36AABCM4761E1ZM

DC No.	15330
DC Date.	28-06-2021
PO No.	78005
PO Date.	24-06-2021
Req ID	66945
Req Date	22-06-2021
Loc Req No	177751

	Description of Goods	HSN/SAC	Qty
1	7560 - Stationery - other - Pen - NA - nos	9608	40
2	7584 - Stationery - other - Scribbling Pads - other - nos		10
3	7594 - Stationery - other - Stapler pin - other - boxes	7415	7
4	7594 - Stationery - other - Stapler pin - other - boxes	7415	3
5	7544 - Stationery - other - Marker - NA - nos	9608	20
6	7512 - Stationery - other - CD Marker - NA - nos	9608	10
7	7605 - Stationery - other - Whitner Pen - NA - nos	9608	5
8	7593 - Stationery - other - Stapler - other - nos	9608	2
9	7592 - Stationery - other - stamp pad - NA - nos	9612	2
10			
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for Summit Sales LLP

Authorised signatory

16776 INWARD
Inward No: 16 Dt: 28/6/21
MRN No: 93271 Dt: 28/6/21
Received By: Sign:
MODI PROPERTIES PVT. LTD. Sy.No. 82/1

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 72786
Date 1/7
Sign

Subject to Hyderabad Jurisdiction