PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	16/7/21	Prepared by:	BHAVANI
PO/WO no.	78570	PO / WO Date.	13/7/21
Supplier Name	SSILP	PO/WO amount	543
Firm/Company	MPPL	Project	HO
Sl. No.	Bill No.	Bill Date	Bill amount
1	18248	13/7/21	543
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			543

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	15580	13/7/21	—	□ 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:	543
Amount E – PO / WO value:	543
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	19/7/21
Remarks: Incentive Rs - 20/-	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Bavani	[signature]					
Date	16/7/21	16/7					

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 ORIGINAL INVOICE

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy **GSTIN/UNI: 36ACQFS2044C1Z7**

Customer Details		
Modi Properties Pvt. Ltd.	Invoice No.	18248
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	Invoice Date.	13-07-2021
	PO No.	78570
	PO Date.	13-07-2021
	Req ID	67433
GSTIN : 36AABCM4761E1ZM	Req Date	10-07-2021
	Loc Req No	183028

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	3134 - Chemicals - Tile Grout - 1kg - pkts	3214	10	46.00	460.00	18	82.80
	silk						
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	460.00		82.80
	41.40	41.40	Total Invoice Amount	542.80		

Rupees : Five Hundred Fourty Two and Paise Eighty Only.

urisdiction

SUMMIT SALES LLP R.R. DIST. IN WARD No: 82269 Date: 14/7

for Summit Sales LLP

Authorised signatory

Purchase Order

 13-07-2021 3:20:11 PM Or 78570

12.07.21 11:10:50

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**	78570	183028
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	13-07-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	13-07-2021	
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	3134 - Chemicals - Tile Grout - 1kg - pkts *silk*	10.00	46.00	0.00	18.00	542.80
				Total Order Value . . .		**542.80**

Rupees : Five Hundred Fourty Two and Paise Eighty 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	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
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 HO use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

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

Authorised Signatory

Name : 15/07/2021

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	10-07-21
Site & Phase:	HO	Time:	12:59
Supplier		Req. No.	183028 .
Material required before date:		ID No.	67433

No	Description	Size	Quantity	Units	Inward No	Date
1	Tile grout (off white)	Std	10	packets		
2						
	78570					
			APPROVED			
			15 JUL 2021			
			MINISH PARIKH MANAGER PROCUREMENT			

Remarks: The above materials are required for HO Accounts room 3rd floor and staircase purposes

Prepared By	Sarwar	Approved by	
Sign. & Date	10-07-21	Sign. & Date	

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

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	DC No.	15580
Modi Properties Pvt. Ltd.	DC Date.	13-07-2021
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	78570
	PO Date.	13-07-2021
	Req ID	67433
GSTIN : 36AABCM4761E1ZM	Req Date	10-07-2021
	Loc Req No	183028

	Description of Goods	HSN/SAC	Qty
1	3134 - Chemicals - Tile Grout - 1kg - pkts	3214	10
2			
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for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory