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PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	26/07/21	Prepared by:	Sridevi
PO/WO no.	78544	PO / WO Date.	13/07/21
Supplier Name	SSLLP	PO/WO amount	4891/-
Firm/Company	Modi farm house (hyd) llp	Project	serene farms
Sl. No.	Bill No.	Bill Date	Bill amount
1.	18278	15/7/21	3,914/-
2.			/
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,914/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	15610	15/7/21	94022	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B –Other Credits :	
Amount C –Other Debits :_	
Amount D (D=A+B-C) – Amount to be credited to the supplier:	3,914/-
Amount E – PO / WO value:	4891/-
Amount F – Difference (A – E):	997/-

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 acceptab~~le 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	02/08/21
Remarks:	Partly received.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Brij		APPROVED 27 JUL 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date	26/07/21						

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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		
Serene Constructions LLP	Invoice No.	18278
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict, 501203	Invoice Date.	15-07-2021
	PO No.	78544
	PO Date.	13-07-2021
	Req ID	67047
GSTIN : 36ACVFS7909P1ZV	Req Date	28-06-2021
	Loc Req No	150552

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4041 - Consumables - Mopping stick - NA - nos	9603	6	128.00	768.00	18	138.24
2	4003 - Consumables - Bombay Broom - Big - nos	9603	6	68.00	408.00	0	0.00
3	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6	52.00	312.00	18	56.16
4	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	6	86.00	516.00	18	92.88
5	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6	76.00	456.00	18	82.08
6	4001 - Consumables - Air Freshner - NA - nos Room Freshners	3307	6	80.00	480.00	18	86.40
7	4008 - Consumables - Cleaning Cloth - other - nos Yellow	6307	12	16.80	201.60	5	10.08
8	4040 - Consumables - Mopping Cloth - NA - nos White	6307	12	16.80	201.60	5	10.08
9	4009 - Consumables - Coconut Broom - other - nos	9603	6	15.75	94.50	0	0.00
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13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	3,437.70	475.92
	237.96	237.96	Total Invoice Amount	3,913.62	

Rupees : Three Thousand Nine Hundred Thirteen and Paise Sixty Two Only.

SUMMIT SALES LLP * R.R. DIST. * INWARD No: 82244 Date: 16/9 Sign: L

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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		
Serene Constructions LLP	DC No.	15610
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict, 501203	DC Date.	15-07-2021
	PO No.	78544
	PO Date.	13-07-2021
	Req ID	67047
GSTIN : 36ACVFS7909P1ZV	Req Date	28-06-2021
	Loc Req No	150552

	Description of Goods	HSN/SAC	Qty
1	4041 - Consumables - Mopping stick - NA - nos	9603	6
2	4003 - Consumables - Bombay Broom - Big - nos	9603	6
3	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6
4	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	6
5	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6
6	4001 - Consumables - Air Freshner - NA - nos	3307	6
7	4008 - Consumables - Cleaning Cloth - other - nos	6307	12
8	4040 - Consumables - Mopping Cloth - NA - nos	6307	12
9	4009 - Consumables - Coconut Broom - other - nos	9603	6
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for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 13-07-2021 11:20:10

78544
12.07.21 11:10:50

py

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	78544	150552
	Doc Date	13-07-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	13-05-2021	
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	4041 - Consumables - Mopping stick - NA - nos	6.00	128.00	0.00	18.00	906.24
2	4003 - Consumables - Bombay Broom - Big - nos	6.00	68.00	0.00	0.00	408.00
3	4046 - Consumables - Phinyle - 1Ltr - nos	12.00	52.00	0.00	18.00	736.32
4	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	12.00	86.00	0.00	18.00	1,217.76
5	4035 - Consumables - Harpic - Cleaner - 500ml - nos	6.00	76.00	0.00	18.00	538.08
6	4001 - Consumables - Air Freshner - NA - nos *Room Freshners*	6.00	80.00	0.00	18.00	566.40
7	4008 - Consumables - Cleaning Cloth - other - nos *Yellow*	12.00	16.80	0.00	5.00	211.68
8	4040 - Consumables - Mopping Cloth - NA - nos *White*	12.00	16.80	0.00	5.00	211.68
9	4009 - Consumables - Coconut Broom - other - nos	6.00	15.75	0.00	0.00	94.50
					Total Order Value . . .	**4,890.66**

Rupees : Four Thousand Eight Hundred Ninty and Paise Sixty Six Only.

Partly Bill received @
Bill No - 18278 / 15/7/21
Bill amount - 3,914 /-
Balance amount - 977 /-
26/07/21

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	Serene Farms Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503 Phone. ..
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 Club House Guest

For ***Serene Constructions LLP***

Authorised Signatory

Name :

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Purchase Order

 13-07-2021 11:20:10

Original / Office Copy / Purchase Div.Copy

cottage and Model Villa cleaning purpose.

Completion Date NA

Measurment NA

Security Nil

Remarks .

For *Serene Constructions LLP*

Authorised Signatory

Name : ______________________

Contact - -

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	modi farm house(hyd) llp	Date:	28-06-2021
Site & Phase :	Serene farms	Time:	10:00
Supplier		Req. No.	150551
Material required before date:	asap	ID No.	67047

No	Description	Size	Quantity	Units	Inward No	Date
1	**mopping sticks**	std	06	nos		
2	bombay brooms	big	06	nos		
3	phinyle	std	12	nos		
4	lisol	std	12	nos		
5	harpic	std	06	nos		
6	room spray	std	06	nos		
7	white clothes	std	12	nos		
8	yellow clothes	std	12	nos		
9	coconut brooms	std	06	nos		
10						

78544

Remarks: The above material is required for club house,guest cottages and model villa cleaning purposes

Prepared By	G.Siva prasad	Approved by	
Sign.& Date	28-06-2021	Sign. & Date	

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

APPROVED
13 JUL 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Requisition Form

Company Name:		Date:	
Site & Phase :		Time:	
Supplier		Req. No.	
Material required before date:		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
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9						
10						

Remarks:

Prepared By		Approved by	
Sign.& Date		Sign. & Date	

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

Date : __/__/____

Contact --

Summit Sales LLP

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

Email: purchase@modiproperties.com

/ Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details

Serene Constructions LLP

Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict, 501203

GSTIN : 36ACVFS7909P1ZV

DC No.	15610
DC Date.	15-07-2021
PO No.	78544
PO Date.	13-07-2021
Req ID	67047
Req Date	28-06-2021
Loc Req No	150552

	Description of Goods	HSN/SAC	Qty
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4	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	6
5	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6
6	4001 - Consumables - Air Freshner - NA - nos	3307	6
7	4008 - Consumables - Cleaning Cloth - other - nos	6307	12
8	4040 - Consumables - Mopping Cloth - NA - nos	6307	12
9	4009 - Consumables - Coconut Broom - other - nos	9603	6
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INWARD

Inward No: 117	Dt: 15-07-21
MRN No: 94022	Dt: 16/07/21
Received By: R-Sachin	Sign:

Serene Construction (Hyd) LLP

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP R.R. DIST. IN WARD No:........ Date:........ Sign:........

Subject to Hyderabad Jurisdiction