PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	5/8/21	Prepared by:	BHAVANI
PO/WO no.	78924	PO / WO Date.	22/7/21
Supplier Name	SSLLP	PO/WO amount	6,815
Firm/Company	Soham mansion owners Association	Project	HO
Sl. No.	Bill No.	Bill Date	Bill amount
1	18625	3/8/21	6815
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			6815

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	15905	3/8/21		□ 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:				6815
Amount E – PO / WO value:				6815
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	9/8/21

Remarks: Incentive Rs-20/- ; Material Received by meenakshi

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Bhavani						
Date	5/8/21						

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

Summit Sales LLP

ORIGINAL INVOICE

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

Email: purchase@modiproperties.com

pplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details

Soham Mansion Owners Association

5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003

GSTIN : 36

Invoice No.	18625
Invoice Date.	03-08-2021
PO No.	78924
PO Date.	22-07-2021
Req ID	67784
Req Date	22-07-2021
Loc Req No	183057

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7109 - Plumbing - other - Araldite - other - gms 1kg	3506	5	1155.00	5,775.00	18	1,039.50
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST		
			Total Taxable Amount	5,775.00 / 1,039.50
	519.75	519.75	Total Invoice Amount	6,814.50

Rupees : Six Thousand Eight Hundred Fourteen and Paise Fifty Only.

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP R.R. DIST. IN WARD No: 88005 Date: 4/8 Sign:

Subject to Hyderabad Jurisdiction

 22-07-2021 16:19:29

Purchase Order

78924
22.07.21 4:00:59

From Company : **Soham Mansion Owners Association**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. :

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	78924	183057
	Doc Date	22-07-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	01-05-2021	
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	7109 - Plumbing - other - Araldite - other - gms *1kg*	5.00	1,155.00	0.00	18.00	6,814.50
					Total Order Value . . .	**6,814.50**

Rupees : Six Thousand Eight Hundred Fourteen and Paise Fifty 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 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 Stair case renovation purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

Accepted the above Terms And Conditions

For ***Soham Mansion Owners Association***

For ***Summit Sales LLP***

Authorised Signatory

Date : _/_/_

Name :

Name :

Contact :

1504

Requisition Form

Company Name:	SMOA		Date:	22-07-2021
Site & Phase :	SOHAM MANSION		Time:	13:45PM
Supplier			Req. No.	183057
Material required before date:		Urgent	ID No.	67784

No	Description	Size	Quantity	Units	Inward No	Date
1	cement	std	10 bags	Nos		
2	Tile adhesive	std	20 bags	nos		
3	Araldite	std	10	nos		
4						
5	78924					
6						
7						
8						
9						
10						

Remarks towards staircase renovating work purpose.

Prepared By	Meenakshi. N	Approved by	
Sign.& Date	22-07-2021	Sign. & Date	

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

APPROVED
23 JUL 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

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		
Soham Mansion Owners Association	DC No.	15905
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003	DC Date.	03-08-2021
	PO No.	78924
	PO Date.	22-07-2021
	Req ID	67784
GSTIN : 36	Req Date	22-07-2021
	Loc Req No	183057

	Description of Goods	HSN/SAC	Qty
1	7109 - Plumbing - other - Araldite - other - gms	3506	5
2			
3			
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29			
30			

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Conforming mail.

From: meenakshi.n . (meenakshi.n@modiproperties.com)

To: purchase@modiproperties.com

Cc: meenakshi.n@modiproperties.com

Date: Friday, August 6, 2021, 12:38 PM GMT+5:30

To,
Purchase Team,
PO no -78924
PO no -78175
PO no -78686
Above material received.

Regards,
Meenakshi.N