PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	16/9/21	Prepared by:	BHAVANI
PO/WO no.	80610	PO / WO Date.	14/9/21
Supplier Name	SSUP	PO/WO amount	2769.95
Firm/Company	Nilgiri Estates	Project	NE
Sl. No.	Bill No.	Bill Date	Bill amount
1	19322	14/9/21	2769.95
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2769.95

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	16525	14/9/21	96477	◻ 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:	2769.95
Amount E – PO / WO value:	2769.95
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	20/9/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Bhavani		APPROVED 18 SEP 2… MINISH PARIKH				
Date	16/9/21						

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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Nilgiri Estates	Invoice No.	19322
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	Invoice Date.	14-09-2021
	PO No.	80610
	PO Date.	14-09-2021
	Req ID	69292
GSTIN : 36AAHFN0766F1ZA	Req Date	13-09-2021
	Loc Req No	175370

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	4	220.00	880.00	12	105.60
2	7560 - Stationery - other - Pen - NA - nos Blue	9608	30	3.50	105.00	12	12.60
3	~~7509 - Stationery - other - Calculator - NA - nos~~		2	158.00	316.00	18	56.88
4	4005 - Consumables - Broom with stick - NA - nos		3	115.00	345.00	18	62.10
5	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	5	86.00	430.00	18	77.40
6	4098 - Consumables - Dust pan - NA - nos		3	16.80	50.40	12	6.04
7	4059 - Consumables - Surf Detergent Powder - NA -	3402	3	16.80	50.40	5	2.52
8	4001 - Consumables - Air Freshner - NA - nos Odonil	3307	6	45.00	270.00	0	0.00
9							
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15							

IGST	CGST	SGST			
			Total Taxable Amount	2,446.80	323.14
	161.57	161.57	Total Invoice Amount	2,769.95	

Rupees : Two Thousand Seven Hundred Sixty Nine and Paise Ninty Five Only.

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 84419
Date: 15/9
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

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	DC No.	16525
Nilgiri Estates	DC Date.	14-09-2021
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	80610
	PO Date.	14-09-2021
	Req ID	69292
GSTIN : 36AAHFN0766F1ZA	Req Date	13-09-2021
	Loc Req No	175370

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	4
2	7560 - Stationery - other - Pen - NA - nos	9608	30
3	7509 - Stationery - other - Calculator - NA - nos		2
4	4005 - Consumables - Broom with stick - NA - nos		3
5	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	5
6	4098 - Consumables - Dust pan - NA - nos		3
7	4059 - Consumables - Surf Detergent Powder - NA - kgs	3402	3
8	4001 - Consumables - Air Freshner - NA - nos	3307	6
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 14-09-2021 12:13:48 PM

80610
14.09.21 11:35:33

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	80610	175370
	Doc Date	14-09-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	14-09-2021	
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	7555 - Stationery - other - Paper - A4 - bundles	4.00	220.00	0.00	12.00	985.60
2	7560 - Stationery - other - Pen - NA - nos *Blue*	30.00	3.50	0.00	12.00	117.60
3	7509 - Stationery - other - Calculator - NA - nos	2.00	158.00	0.00	18.00	372.88
4	4005 - Consumables - Broom with stick - NA - nos	3.00	115.00	0.00	18.00	407.10
5	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	5.00	86.00	0.00	18.00	507.40
6	4098 - Consumables - Dust pan - NA - nos	3.00	16.80	0.00	12.00	56.45
7	4059 - Consumables - Surf Detergent Powder - NA - kgs	3.00	16.80	0.00	5.00	52.92
8	4001 - Consumables - Air Freshner - NA - nos *Odonil*	6.00	45.00	0.00	0.00	270.00
					Total Order Value . . .	**2,769.95**

Rupees : Two Thousand Seven Hundred Sixty Nine and Paise Ninty Five 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 Nilgiri Estate
Sy.No.143/133/134/135/136, Rampally Village.
Phone. 9030931172

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 office use purpose.

For *Nilgiri Estates*
Authorised Signatory

Name : 15/9/21

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

Name : ____________

Date : __/__/____

Purchase Order

 14-09-2021 12:13:48 PM Original / Office Copy / Purchase Div.Copy

Completion Date	NA
Measurment	NA
Security	Nil
Remarks	.

For *Nilgiri Estates*

Authorised Signatory

Name : 15/9/21

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name :

Date : __/__/____

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Requisition Form

Company Name:	NILGIRI ESTATES	Date:	13-09-2021
Site & Phase :	NILGIRI ESTATE	Time:	01:15
Supplier		Req. No.	175370
Material required before date:	Urgent	ID No.	69292

No	Description	Size	Quantity	Units	Inward No	Date
1.	A4 Sheets	STD	04	Bundles		
2.	Blue Pens	STD	30	Nos		
3.	Calculator	STD	02	Nos		
4.	Ceiling Broom	STD	03	Nos		
5.	Phenoyl	STD	06	Nos	80610	
6.	Lizol	STD	05	Nos		
7.	Plastic Dust Pan	STD	03	Nos		
8.	Surf	STD	03	Nos		
9.	Odonil	STD	06	Nos		

APPROVED
14 SEP 2021
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: - For Villa no : 147 (For site office use Purpose).

Prepared By	Sadhana	Approved by	
Sign.& Date	13-09-2021	Sign. & Date	

Certified by:
: Project Manager
Nilgiri Estates

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

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

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						

Remarks:

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

DELIVERY CHALLAN

12:18

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		
Nilgiri Estates	DC No.	16525
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	DC Date.	14-09-2021
	PO No.	80610
	PO Date.	14-09-2021
	Req ID	69292
GSTIN : 36AAHFN0766F1ZA	Req Date	13-09-2021
	Loc Req No	175370

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	4
2	7560 - Stationery - other - Pen - NA - nos	9608	30
3	7509 - Stationery - other - Calculator - NA - nos		2
4	4005 - Consumables - Broom with stick - NA - nos		3
5	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	5
6	4098 - Consumables - Dust pan - NA - nos		3
7	4059 - Consumables - Surf Detergent Powder - NA - kgs	3402	3
8	4001 - Consumables - Air Freshner - NA - nos	3307	6
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INWARD
Inward No: 2224 Dt: 16/9/21
MRN No: 16477 Dt: 16/9/21
Received By: Ashir Sign
Nilgiri Estates

SUMMIT SALES LLP
INWARD No: 7396
Date: 16/9
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details

Nilgiri Estates

Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad

GSTIN : 36AAHFN0766F1ZA

Invoice No.	19322
Invoice Date.	14-09-2021
PO No.	80610
PO Date.	14-09-2021
Req ID	69292
Req Date	13-09-2021
Loc Req No	175370

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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2	7560 - Stationery - other - Pen - NA - nos Blue	9608	30	3.50	105.00	12	12.60
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4	4005 - Consumables - Broom with stick - NA - nos		3	115.00	345.00	18	62.10
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6	4098 - Consumables - Dust pan - NA - nos		3	16.80	50.40	12	6.04
7	4059 - Consumables - Surf Detergent Powder - NA -	3402	3	16.80	50.40	5	2.52
8	4001 - Consumables - Air Freshner - NA - nos Odonil	3307	6	45.00	270.00	0	0.00
9							
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15							

INWARD
Inward No: 22724 Dt: 14/9/21
MRN No: 96477 Dt: 16/9/21
Received By: Sign
Nilgiri Estates

IGST	CGST	SGST			
			Total Taxable Amount	2,446.80	323.14
	161.57	161.57	Total Invoice Amount	2,769.95	

Rupees : Two Thousand Seven Hundred Sixty Nine and Paise Ninty Five Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction