PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 15/9/21 | Prepared by: | Prabhakar |
| PO/WO no. | 80640 | PO / WO Date. | 14/9/21 |
| Supplier Name | Summit Sales LLP | PO/WO amount | 1564.54 |
| Firm/Company | Vista Homes | Project | Vista Homes |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1 | 19341 | 15/9/21 | 1564.54 |
| 2 | | | |
| 3 | | | / |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 1564.54 |

| Sl. No. | | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | 16539 | 15/9/21 | 96385 | ☑ Yes ☐ No |
| 2. | | | | ☐ Yes ☐ No |
| 3. | | | | ☐ Yes ☐ No |

| | |
|---|---|
| Amount B –Other Credits : Transportation charges/Charges | — |
| Amount C –Other Debits : | — |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | 1564.54 |
| Amount E – PO / WO value: | 1564.54 |
| 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 |
| Remarks: | |
| | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | PM | | | | | | |
| Date | | 15/9 | | | | | |

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** | Invoice No. | 19341 |
|---|---|---|
| Vista Homes | Invoice Date. | 15-09-2021 |
| Kapra, Opp to MRR School, Ecil | PO No. | 80640 |
| | PO Date. | 14-09-2021 |
| SY.no.193 | Req ID | 69325 |
| | Req Date | 13-09-2021 |
| GSTIN : 36AAGFV2068P1ZJ | Loc Req No | 180863 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 7555 - Stationery - other - Paper - A4 - bundles | 4810 | 6 | 220.00 | 1,320.00 | 12 | 158.40 |
| 2 | 7593 - Stationery - other - Stapler - other - nos Small | 9608 | 2 | 36.50 | 73.00 | 18 | 13.14 |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| 11 | | | | | | | |
| 12 | | | | | | | |
| 13 | | | | | | | |
| 14 | | | | | | | |
| 15 | | | | | | | |

| IGST | CGST | SGST | | | | |
|---|---|---|---|---|---|---|
| | | | Total Taxable Amount | 1,393.00 | | 171.54 |
| | 85.77 | 85.77 | Total Invoice Amount | 1,564.54 | | |

Rupees : One Thousand Five Hundred Sixty Four and Paise Fifty Four Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 8446 Date: 16/9 Sign:

**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** | DC No. | 16539 |
|---|---|---|
| Vista Homes | DC Date. | 15-09-2021 |
| Kapra, Opp to MRR School, Ecil | PO No. | 80640 |
| | PO Date. | 14-09-2021 |
| SY.no.193 | Req ID | 69325 |
| GSTIN : 36AAGFV2068P1ZJ | Req Date | 13-09-2021 |
| | Loc Req No | 180863 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 7555 - Stationery - other - Paper - A4 - bundles | 4810 | 6 |
| 2 | 7593 - Stationery - other - Stapler - other - nos | 9608 | 2 |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| 6 | | | |
| 7 | | | |
| 8 | | | |
| 9 | | | |
| 10 | | | |
| 11 | | | |
| 12 | | | |
| 13 | | | |
| 14 | | | |
| 15 | | | |
| 16 | | | |
| 17 | | | |
| 18 | | | |
| 19 | | | |
| 20 | | | |
| 21 | | | |
| 22 | | | |
| 23 | | | |
| 24 | | | |
| 25 | | | |
| 26 | | | |
| 27 | | | |
| 28 | | | |
| 29 | | | |
| 30 | | | |

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

*Authorised signatory*

Page(s) 1 Of 1 14-09-2021 4:16:44 PM

# Purchase Order

80640
14.09.21 11:35:33

From Company : **Vista Homes**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAGFV2068P1ZJ

| **Supplier Details** | | | |
|---|---|---|---|
| Summit Sales LLP | **Doc No** | 80640 | 180863 |
| 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad | **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 | 6.00 | 220.00 | 0.00 | 12.00 | 1,478.40 |
| 2 | 7593 - Stationery - other - Stapler - other - nos *Small* | 2.00 | 36.50 | 0.00 | 18.00 | 86.14 |
| | | | | **Total Order Value . . .** | | **1,564.54** |

Rupees : One Thousand Five Hundred Sixty Four and Paise Fifty Four 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** | Vista Homes<br>Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school<br>Phone. Contact: Mr. Khader - 7893844733 |
| **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. |
| **Completion Date** | NA |
| **Measurment** | NA |
| **Security** | Nil |
| **Remarks** | . |

For *Vista Homes*
Authorised Signatory

15/9/21

Name : ____________

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

Name : ____________

Date : __/__/____

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** | | |
|---|---|---|
| Vista Homes | DC No. | 16539 |
| Kapra, Opp to MRR School, Ecil | DC Date. | 15-09-2021 |
| | PO No. | 80640 |
| | PO Date. | 14-09-2021 |
| SY.no.193 | Req ID | 69325 |
| | Req Date | 13-09-2021 |
| GSTIN : 36AAGFV2068P1ZJ | Loc Req No | 180863 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 7555 - Stationery - other - Paper - A4 - bundles | 4810 | 6 |
| 2 | 7593 - Stationery - other - Stapler - other - nos | 9608 | 2 |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| 6 | | | |
| 7 | | | |
| 8 | | | |
| 9 | | | |
| 10 | | | |
| 11 | | | |
| 12 | | | |
| 13 | | | |
| 14 | | | |
| 15 | | | |
| 16 | | | |
| 17 | | | |
| 18 | | | |
| 19 | | | |
| 20 | | | |
| 21 | | | |
| 22 | | | |
| 23 | | | |
| 24 | | | |
| 25 | | | |
| 26 | | | |
| 27 | | | |
| 28 | | | |
| 29 | | | |
| 30 | | | |

INWARD
Inward No: 26050 Dt: 15/9/21
MRN No: 96385 Dt: 15/9/21
Received by: Sign:
Vista Homes

for Summit Sales LLP

*Authorised signatory*

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP IN WARD No: 73970 Date: 16/9 Sign: L R.R. DIST.

1174

# Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | Vista Homes | Date: | 13.09.21 |
| Site & Phase : | Vista Homes | Time: | 15:30 |
| Supplier: | | Req. No. | 180863 |
| Material required before date: | 08.09.21 | ID No. | 69325 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Paper bundles | A4 | 06 | No's | | |
| 2 | Stapler | Small | 02 | No's | | |
| 3 | | | | | | |
| 4 | 80640 | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | APPROVED | | | |
| 8 | | | 14 SEP 2021 | | | |
| 9 | | | | | | |
| 10 | | | MINISH PARIKH MANAGER PROCUREMENT | | | |

Remarks: For Sale's and Site office purpose.

| | | | |
|---|---|---|---|
| Prepared By | Md.Khadar | Approved by | T. Madhu |
| Sign.& Date | 13.09.2021 | Sign. & Date | |

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

TAX INVOICE

# Summit Sales LLP

**TRANSIT COPY**

#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 | | |
|---|---|---|
| Vista Homes | Invoice No | 19341 |
| Kapra, Opp to MRR School, Ecil | Invoice Date | 15-09-2021 |
| | PO No | 80640 |
| SY.no.193 | PO Date | 14-09-2021 |
| | Req ID | 69325 |
| GSTIN : 36AAGFV2068P1ZJ | Req Date | 13-09-2021 |
| | Loc Req No | 180863 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 7555 - Stationery - other - Paper - A4 - bundles | 4810 | 6 | 220.00 | 1,320.00 | 12 | 158.40 |
| 2 | 7593 - Stationery - other - Stapler - other - nos Small | 9608 | 2 | 36.50 | 73.00 | 18 | 13.14 |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| 11 | | | | | | | |
| 12 | | | | | | | |
| 13 | | | | | | | |
| 14 | | | | | | | |
| 15 | | | | | | | |

INWARD
Inward No: 26050 Dt: 15/9/21
MRN No: 96335 Dt: 15/9/21
Received By: Sign:
Vista Homes

| IGST | CGST | SGST | | | |
|---|---|---|---|---|---|
| | | | Total Taxable Amount | 1,393.00 | 171.54 |
| | 85.77 | 85.77 | Total Invoice Amount | 1,564.54 | |

Rupees : One Thousand Five Hundred Sixty Four and Paise Fifty Four Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction