E

# PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 13/11/21 | Prepared by: | Monika. |
| PO/WO no. | 81727 | PO / WO Date. | 18/10/21 |
| Supplier Name | SSLLp | PO/WO amount | 1,680.54/- |
| Firm/Company | Vista Homes | Project | Vista Homes |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1 | 19965 | 20/10/21 | 1,680.54/- |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 1,680.54/- |

| Sl. No. | DC .No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | 17100 | 20/10/21 | 98183 | ☑ 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: | 1,680.54/- |
| Amount E – PO / WO value: | 1,680.54/- |
| 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 | 15/11/21 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | MD | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | Monika | [signature] | APPROVED 14 NOV 2021 MINISH PARIKH MANAGER PROCUREMENT | | | | |
| Date | 13/11/21 | 18/11 | | | | | |

Notes: 1. In case amount to be credited to supplier or 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

ORIGINAL INVOICE

# 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

Kapra, Opp to MRR School, Ecil

SY.no.193

GSTIN : 36AAGFV2068P1ZJ

| | |
|---|---|
| Invoice No. | 19965 |
| Invoice Date. | 20-10-2021 |
| PO No. | 81727 |
| PO Date. | 18-10-2021 |
| Req ID | 70314 |
| Req Date | 13-10-2021 |
| Loc Req No | 180882 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 7560 - Stationery - other - Pen - NA - nos<br>Blue | 9608 | 24 | 3.50 | 84.00 | 12 | 10.08 |
| 2 | 7560 - Stationery - other - Pen - NA - nos<br>Blue Cello | 9608 | 12 | 5.50 | 66.00 | 12 | 7.92 |
| 3 | 7594 - Stationery - other - Stapler pin - other - boxes<br>Small | 7415 | 3 | 6.00 | 18.00 | 18 | 3.24 |
| 4 | 7512 - Stationery - other - CD Marker - NA - nos | 9608 | 3 | 18.90 | 56.70 | 12 | 6.80 |
| 5 | 7533 - Stationery - other - Highlighter - NA - nos | 9608 | 4 | 20.00 | 80.00 | 12 | 9.60 |
| 6 | 7555 - Stationery - other - Paper - A4 - bundles | 4810 | 5 | 220.00 | 1,100.00 | 12 | 132.00 |
| 7 | 7505 - Stationery - other - Binder Clips - other -<br>small | 8305 | 2 | 45.00 | 90.00 | 18 | 16.20 |
| 8 | | | | | | | |
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| IGST | CGST | SGST | | | | |
|---|---|---|---|---|---|---|
| | | | Total Taxable Amount | 1,494.70 | | 185.84 |
| | 92.92 | 92.92 | Total Invoice Amount | 1,680.54 | | |

Rupees : One Thousand Six Hundred Eighty and Paise Fifty Four Only.

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 85764
Date: 20-10-21
Sign: ...

**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 | | |
|---|---|---|
| Vista Homes<br>Kapra, Opp to MRR School, Ecil<br><br>SY.no.193<br><br>GSTIN : 36AAGFV2068P1ZJ | DC No. | 17100 |
| | DC Date. | 20-10-2021 |
| | PO No. | 81727 |
| | PO Date. | 18-10-2021 |
| | Req ID | 70314 |
| | Req Date | 13-10-2021 |
| | Loc Req No | 180882 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 7560 - Stationery - other - Pen - NA - nos | 9608 | 24 |
| 2 | 7560 - Stationery - other - Pen - NA - nos | 9608 | 12 |
| 3 | 7594 - Stationery - other - Stapler pin - other - boxes | 7415 | 3 |
| 4 | 7512 - Stationery - other - CD Marker - NA - nos | 9608 | 3 |
| 5 | 7533 - Stationery - other - Highlighter - NA - nos | 9608 | 4 |
| 6 | 7555 - Stationery - other - Paper - A4 - bundles | 4810 | 5 |
| 7 | 7505 - Stationery - other - Binder Clips - other - boxes | 8305 | 2 |
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Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 9 To 11
Date: 20.10.21
Sign:
R.R. DIST.

**for Summit Sales LLP**

*Authorised signatory*

 18-10-2021 13:12:20

# Purchase Order

81727
18.10.21 2:06:31

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
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

**GSTIN** 36ACQFS2044C1Z7
040-66335551 9618244433

| | | |
|---|---|---|
| **Doc No** | 81727 | 180882 |
| **Doc Date** | 18-10-2021 | |
| **Quote No** | Nil | |
| **Quote Date** | 18-10-2021 | |
| **SupplyType** | Supply | |

**Kind Attn : Hamendra,Prabhakar**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 7560 - Stationery - other - Pen - NA - nos<br>*Blue* | 24.00 | 3.50 | 0.00 | 12.00 | 94.08 |
| 2 | 7560 - Stationery - other - Pen - NA - nos<br>*Blue Cello* | 12.00 | 5.50 | 0.00 | 12.00 | 73.92 |
| 3 | 7594 - Stationery - other - Stapler pin - other - boxes<br>*Small* | 3.00 | 6.00 | 0.00 | 18.00 | 21.24 |
| 4 | 7512 - Stationery - other - CD Marker - NA - nos | 3.00 | 18.90 | 0.00 | 12.00 | 63.50 |
| 5 | 7533 - Stationery - other - Highlighter - NA - nos | 4.00 | 20.00 | 0.00 | 12.00 | 89.60 |
| 6 | 7555 - Stationery - other - Paper - A4 - bundles | 5.00 | 220.00 | 0.00 | 12.00 | 1,232.00 |
| 7 | 7505 - Stationery - other - Binder Clips - other - boxes<br>*small* | 2.00 | 45.00 | 0.00 | 18.00 | 106.20 |
| | **Total Order Value . . .** | | | | | **1,680.54** |

Rupees : One Thousand Six Hundred Eighty and Paise Fifty Four Only.

**Terms and Conditions :-**

| | |
|---|---|
| **Specification / Brand** | 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 Cost** | 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 use purpose. |

For ***Vista Homes***

Authorised Signatory

Name : ______________

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

# Purchase Order

 18-10-2021 13:12:20

Original / Office Copy / Purchase Div.Copy

| | |
|---|---|
| **Completion Date** | NA |
| **Measurment** | NA |
| **Security** | Nil |
| **Remarks** | . |

For ***Vista Homes***

Authorised Signatory

Name : ____________________

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

# Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | Vista Homes | Date: | 13.10.21 |
| Site & Phase : | Vista Homes | Time: | 14:00 |
| Supplier | - | Req. No. | 180882 |
| Material required before date: | 18.10.21 | ID No. | 70314 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Ordinary Blue Pens | | 24 | No's | | |
| 2 | Cello Blue pens | | 12 | No's | | |
| 3 | Stapler pin | Small | 03 | Box | | |
| 4 | CD Markers 81727 | | 03 | No's | | |
| 5 | Highlighters | | 04 | No's | | |
| 6 | Paper bundles | A4 | 05 | Bundles | | |
| 7 | Binder clips | Small | 2 | Box | | |
| 8 | | | | | | |
| 9 | | | | | | |

Remarks: For Sale's and Site office purpose

| | | | |
|---|---|---|---|
| Prepared By | T.Madhu | Approved by | APPROVED 13 OCT 2021 P. PRABHAKAR Sr. MANAGER PURCHASE |
| Sign.& Date | 13.10.21 | Sign. & Date | |

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

DELIVERY CHALLAN

# Summit Sales LLP

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

Email: purchase@modiproperties.com

omer / Transporter - Copy

**GSTIN/UNI: 36ACQFS2044C1Z7**



| ner Details | | |
|---|---|---|
| sta Homes | DC No. | 17100 |
| Kapra, Opp to MRR School, Ecil | DC Date. | 20-10-2021 |
| | PO No. | 81727 |
| SY.no.193 | PO Date. | 18-10-2021 |
| | Req ID | 70314 |
| GSTIN : 36AAGFV2068P1ZJ | Req Date | 13-10-2021 |
| | Loc Req No | 180882 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 7560 - Stationery - other - Pen - NA - nos | 9608 | 24 |
| 2 | 7560 - Stationery - other - Pen - NA - nos | 9608 | 12 |
| 3 | 7594 - Stationery - other - Stapler pin - other - boxes | 7415 | 3 |
| 4 | 7512 - Stationery - other - CD Marker - NA - nos | 9608 | 3 |
| 5 | 7533 - Stationery - other - Highlighter - NA - nos | 9608 | 4 |
| 6 | 7555 - Stationery - other - Paper - A4 - bundles | 4810 | 5 |
| 7 | 7505 - Stationery - other - Binder Clips - other - boxes | 8305 | 2 |
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| 16 | nward No: 26017 Dt: 20/10/21 | | |
| 17 | IRN No: 98183 Dt: 22/10/21 | | |
| 18 | Received By Sign: | | |
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Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 97011
Date: 20/10/21
Sign:
R.R. DIST.

for Summit Sales LLP

*Authorised signatory*