PURCHASE DIVISION
Advice for approval for credit to supplier

B M

Date:	2/12/2021	Prepared by:	Sai kiran
PO/WO no.	82489	PO / WO Date.	9/11/2021
Supplier Name	SSLLP	PO/WO amount	3274.47
Firm/Company	Nilgiri Estates	Project	Nilgiri Estates
Sl. No.	Bill No.	Bill Date	Bill amount
1	~~20486~~ 20436	16/11/2021	3274.47
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3274.47

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	17485	16/11/2021	99497	☑ 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:				3274.47
Amount E – PO / WO value:				3274.47
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	13/12/2021
Remarks:	— final bill —

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sai ki	[signature]					
Date	02/12/21	2/12					

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

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Nilgiri Estates	Invoice No.	20436
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	Invoice Date.	16-11-2021
	PO No.	82489
	PO Date.	09-11-2021
	Req ID	71013
GSTIN : 36AAHFN0766F1ZA PAN AAHFN0766F	Req Date	09-11-2021
	Loc Req No	175423

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4040 - Consumables - Mopping Cloth - NA - nos	6307	15	15.75	236.25	0	0.00
	White						
2	4003 - Consumables - Bombay Broom - Big - nos	9603	6	68.00	408.00	0	0.00
3	4001 - Consumables - Air Freshner - NA - nos	3307	4	86.00	344.00	18	61.92
	Room Freshner						
4	4022 - Consumables - Dettol - NA - nos	3401	4	86.00	344.00	18	61.92
5	4046 - Consumables - Phinyle - 1Ltr - nos	2907	3	52.00	156.00	18	28.08
6	4041 - Consumables - Mopping stick - NA - nos	9603	4	128.00	512.00	18	92.16
7	4001 - Consumables - Air Freshner - NA - nos	3307	5	45.00	225.00	18	40.50
	Odonil						
8	4098 - Consumables - Dust pan - NA - nos		4	86.00	344.00	18	61.92
9	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	4	76.00	304.00	18	54.72
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	2,873.25		401.22
	200.61	200.61	Total Invoice Amount	3,274.47		

Rupees : Three Thousand Two Hundred Seventy Four and Paise Fourty Seven Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 2682
Date: 16-11-21
Sign:
R.R. DIST.

 09-11-2021 14:28:20

Purchase Order

82489
09.11.21 4:15:36

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 **GSTIN** 36ACQFS2044C1Z7 040-66335551 9618244433	**Doc No**	82489	175423
	Doc Date	09-11-2021	
	Quote No	Nil	
	Quote Date	05-11-2021	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4040 - Consumables - Mopping Cloth - NA - nos *White*	15.00	15.75	0.00	0.00	236.25
2	4003 - Consumables - Bombay Broom - Big - nos	6.00	68.00	0.00	0.00	408.00
3	4001 - Consumables - Air Freshner - NA - nos *Room Freshner*	4.00	86.00	0.00	18.00	405.92
4	4022 - Consumables - Dettol - NA - nos	4.00	86.00	0.00	18.00	405.92
5	4046 - Consumables - Phinyle - 1Ltr - nos	3.00	52.00	0.00	18.00	184.08
6	4041 - Consumables - Mopping stick - NA - nos	4.00	128.00	0.00	18.00	604.16
7	4001 - Consumables - Air Freshner - NA - nos *Odonil*	5.00	45.00	0.00	18.00	265.50
8	4098 - Consumables - Dust pan - NA - nos	4.00	86.00	0.00	18.00	405.92
9	4035 - Consumables - Harpic - Cleaner - 500ml - nos	4.00	76.00	0.00	18.00	358.72
					Total Order Value . . .	**3,274.47**

Rupees : Three Thousand Two Hundred Seventy Four and Paise Fourty Seven Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms After Delivery & Production of bill

Tax Included in above prices.

Delivery Date Within 7 days

Delivery Location Nilgiri Estate
Sy.No.143/133/134/135/136, Rampally Village.
Phone. 9030931172

Penality For Delay Nil

Transportation Included by us.

Warranty 1 year company warranty

Advance Paid Nil

For ***Nilgiri Estates***
Authorised Signatory

12/11/2021

Name : ______

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

Name : ______

Date : __/__/____

1440

Requisition Form

Company Name:	NILGIRI ESTATES	Date:	09-11-2021
Site & Phase :	NILGIRI ESTATE	Time:	11:30
Supplier		Req. No.	175423
Material required before date:		ID No.	71013

No	Description	Size	Quantity	Units	Inward No	Date
1	White Clothes	STD	15	Nos		
2	Bombay Brooms	BIG	06	Nos		
3	Room Freshner	STD	05	Nos		
4	Dettol	STD	05	Nos		
5	Phenyol	STD	03	Nos		
6	Odonil	STD	05	Nos		
7	Mopping Sticks	STD	05	Nos.		
8	Dust Pan	STD	04	Nos		
9	Harphic	STD	04	Nos		
10						

82489

Remarks: -For Office and Villas cleaning Purpose in the site .

APPROVED
09 NOV 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Prepared By	Sadhana	Approved by	Akheel
Sign.& Date	09-11-2021	Sign. & Date	09-11-2021

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

Certified by:
Project Manager
Nilgiri Estates

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	

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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details

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

GSTIN : 36AAHFN0766F1ZA

DC No.	17485
DC Date.	16-11-2021
PO No.	82489
PO Date.	09-11-2021
Req ID	71013
Req Date	09-11-2021
Loc Req No	175423

	Description of Goods	HSN/SAC	Qty
1	4040 - Consumables - Mopping Cloth - NA - nos	6307	15
2	4003 - Consumables - Bombay Broom - Big - nos	9603	6
3	4001 - Consumables - Air Freshner - NA - nos	3307	4
4	4022 - Consumables - Dettol - NA - nos	3401	4
5	4046 - Consumables - Phinyle - 1Ltr - nos	2907	3
6	4041 - Consumables - Mopping stick - NA - nos	9603	4
7	4001 - Consumables - Air Freshner - NA - nos	3307	5
8	4098 - Consumables - Dust pan - NA - nos		4
9	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	4
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

INWARD
Inward No: 22788 Dt: 22/11/21
MRN No: 99497 Dt: 22/11/21
Received By: Ashish Sign:
Nilgiri Estates

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 25359
Date: 22-11-21
Sign:
R.R. DIST.

DELIVERY CHALLAN

Summit Sales LLP

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

/ Customer / Transporter - Copy **PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7**

...tomer Details

...ilgiri Estates

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

GSTIN : 36AAHFN0766F1ZA PAN AAHFN0766F

Invoice No	20436
Invoice Date.	16-11-2021
PO No.	82489
PO Date.	09-11-2021
Req ID	71013
Req Date	09-11-2021
Loc Req No	175423

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4040 - Consumables - Mopping Cloth - NA - nos	6307	15	15.75	236.25	0	0.00
	White						
2	4003 - Consumables - Bombay Broom - Big - nos	9603	6	68.00	408.00	0	0.00
3	4001 - Consumables - Air Freshner - NA - nos	3307	4	86.00	344.00	18	61.92
	Room Freshner						
4	4022 - Consumables - Dettol - NA - nos	3401	4	86.00	344.00	18	61.92
5	4046 - Consumables - Phinyle - 1Ltr - nos	2907	3	52.00	156.00	18	28.08
6	4041 - Consumables - Mopping stick - NA - nos	9603	4	128.00	512.00	18	92.16
7	4001 - Consumables - Air Freshner - NA - nos	3307	5	45.00	225.00	18	40.50
	Odonil						
8	4098 - Consumables - Dust pan - NA - nos		4	86.00	344.00	18	61.92
9	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	4	76.00	304.00	18	54.72
10							
11							
12							
13							
14							
15							

INWARD
In ward No: 22788 Dt: 22/11/21
MRN No: 99497 Dt: 22/11/21
Received By: Ashok Sign:
Nilgiri Estates

IGST	CGST	SGST			
	200.61	200.61	Total Taxable Amount	2,873.25	401.22
			Total Invoice Amount	3,274.47	

Rupees : Three Thousand Two Hundred Seventy Four and Paise Fourty Seven Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction