(E) ✓ (m) (E)

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	9/12/2021	Prepared by:	Sai kiran
PO/WO no.	82951	PO / WO Date.	24/11/2021
Supplier Name	Vignesh infotech	PO/WO amount	81,601.00
Firm/Company	Summit Sales UP	Project	HO
Sl. No.	Bill No.	Bill Date	Bill amount
1	7807	30/11/2021	81,601
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			81,601

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.				☐ 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:	81,601
Amount E – PO / WO value:	81,601
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 (81,600)
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:	Saikiran						
Date	9/12/2021						

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

(ORIGINAL FOR RECIPIENT)

VIGNESH INFOTECH #343 & 344, 3RD FLOOR, C-BLOCK, CTC, PARKLANE, SECUNDERABAD-500003 GSTIN/UIN: 36AADFV4864E1Z1 State Name : Telangana, Code : 36 E-Mail : kishan@vigneshinfotech.com	Invoice No. **7807**	Dated **30-Nov-2021**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref. **VI/HYD/7807/2021-22**	Other Reference(s) **183292**
Buyer **Summit Sales LLP** 5-4-187/3&4, II Floor,M.G,Road, Secunderabad-500003 GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **PO#82951**	Dated **24-Nov-2021**
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**CANON DR C-22511 SCANNER** *3258C008 (3Years)* *JJU10074, JJU10053, JJU10483*	84716050	**3 Nos**	23,051.00	Nos	**69,153.00**
	CGST					**6,223.77**
	SGST					**6,223.77**
	Round Off					**0.46**
	Total		**3 Nos**			**₹ 81,601.00**

INWARD
Inward No: 609 Dt: 30/11/21
MRN No: Dt:
Received By: Sign:
MODI PROPERTIES

SUMMIT SALES LLP
IN WARD No. 82518
Date: 30/11/21
Sign:
R.R. DIST.

Amount Chargeable (in words)

E. & O.E

INR Eighty One Thousand Six Hundred One Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
84716050	69,153.00	9%	6,223.77	9%	6,223.77	12,447.54
Total	**69,153.00**		**6,223.77**		**6,223.77**	**12,447.54**

Tax Amount (in words) : **INR Twelve Thousand Four Hundred Forty Seven and Fifty Four paise Only**

Company's Bank Details
Bank Name : **HDFC**
A/c No. : **00412320000862**
Branch & IFS Code : **MALLESHWARAM & HDFC0000041**

Company's PAN : **AADFV4864E**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for **VIGNESH INFOTECH**

Authorised Signatory

This is a Computer Generated Invoice

Vignesh Infotech

VIGNESH INFOTECH
#343 & 344, 3rd Floor, C-Block
CTC (Chenoy Trade Centre),
Parklane, Secunderabad - 500
Phone : 040-40020980, 66387
Mobile : 9505121133
E-mail : kishan@vigneshinfotec

TERMS & CONDITIONS OF SALE

1. All Payments for the goods supplied must be made by the buyer on the due date mentioned in the Invoice. Otherwise the buyer shall pay the interest @ **24%** per annum for payment beyond the due date until the date of realization.
2. Every Cheque return will attract a penalty of **Rs.250/-**

OTHER TERMS

3. Our responsibility ceases the moment goods leave our premises. No claim will be entertained by the firm for any loss arising from damage, shortage and or non delivery of the goods afterwards.
4. Goods once sold will not be taken back or exchanged.
5. All payments should be made by Account Payee Cheque/D.D/ RTGS/NEFT
6. No Warranty for Software Licensees, only Media Warranty of 30 Days.
7. Delivery will depend on availability of stocks. Part delivery shall be permitted and in case of non availability, the supplier shall have the option to cancel the order. Delay in delivery of the goods shall not render the contract voidable on the part of the Buyer. The Buyer have no right to withhold payment on this account nor shall reject the goods on this ground.
8. All disputes subject to Bangalore Jurisdiction

Purchase Order

82951
Orig 23.11.21 11:49:57

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details			
Vignesh Infotech #346, 3rd floor, CTC, Parklane, Secunderbad-500003. **GSTIN** 36AADFV4864E1Z1 9505121133	**Doc No**	82951	183292
	Doc Date	24-11-2021	
	Quote No	Nil	
	Quote Date	24-11-2021	
	SupplyType	Supply	

Kind Attn : Mr. A.Kishan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7683 - Stationery - printing - Scanner - NA - Nos *Cannon DR-C225 ii*	3.00	23,051.00	0.00	18.00	81,600.54
					Total Order Value . . .	**81,600.54**

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

Terms and Conditions :-

Specification / Brand	Brand will be Cannon DR-C225ii
Payment Terms	100% Advance payment
Tax	GST Included in the above prices
Delivery Date	With in two days
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 Cost	Nil
Warranty	One year
Advance Paid	Rs.81,600-00, by cheque/RTGS...........
Other Terms	We reserve the right to reject items not conforming to quality and specifications, for HO Purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

APPROVED
24 NOV 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

For *Summit Sales LLP*
Authorised Signatory
Name : ____________

Name : ____________

Accepted the above Terms And Conditions
For *Vignesh Infotech*

Date : __/__/____

1446

Requisition Form

Company Name:	Summit Sales LLP	Date:	18-11-21
Site & Phase :	Head office	Time:	
Supplier		Req. No.	183292
Material required before date:		ID No.	71348

No	Description	Size	Quantity	Units	Inward No	Date
1	Canon DR- C225ii		3	Nos		
2						
3						
4						
5						
6						
7						
8						
9						
10						

8297

Remarks: This is for HO

APPROVED
18 NOV 2021
MANAGER PURCHASE

Prepared By	K.Suneel	Approved by	
Sign.& Date	18-11-21	Sign. & Date	

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

Requisition Form

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

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

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.

Purchase Order

 24-Nov-21 5:24:44 PM

Original / Office Copy / Purchase Div.Copy

From Company :	**Summit Sales LLP** 5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003. G S T No. : 36ACQFS2044C1Z7

Supplier Details			
Vignesh Infotech #346, 3rd floor, CTC, Parklane, Secunderbad-500003. **GSTIN** 36AADFV4864E1Z1 9505121133	**Doc No**	82951	183292
	Doc Date	24-11-2021	
	Quote No	Nil	
	Quote Date	24-11-2021	
	SupplyType	Supply	

Kind Attn : Mr. A.Kishan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7683 - Stationery - printing - Scanner - NA - Nos *Cannon DR-C225 ii*	3.00	23,051.00	0.00	18.00	81,600.54
					Total Order Value . . .	**81,600.54**

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

Terms and Conditions :-

Specification / Brand	Brand will be Cannon DR-C225ii
Payment Terms	100% Advance payment
Tax	GST Included in the above prices
Delivery Date	With in two days
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 Cost	Nil
Warranty	One year
Advance Paid	Rs.81,600-00, by cheque/RTGS...........
Other Terms	We reserve the right to reject items not conforming to quality and specifications, for HO Purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

Approved
27/4

For *Summit Sales LLP*
Authorised Signatory

Accepted the above Terms And Conditions
For *Vignesh Infotech*

Name : ______________

Name : ______________

Date : __/__/____

Contact - -

Purchase Order

 29-Nov-21 5:39:50 PM

Original / Office Copy / Purchase Div.Copy

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details

Vignesh Infotech
#346, 3rd floor, CTC, Parklane, Secunderbad-500003.

GSTIN 36AADFV4864E1Z1

9505121133

Doc No	81013	183183
Doc Date	24-11-2021	
Quote No	Nil	
Quote Date	29-08-2021	
SupplyType	Supply	

Kind Attn : Mr. A.Kishan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3521 - Computers and Peripherals - Software - other - nos *Autocad LT (057N1-WW8800-L861 AutoCAD LT 2022 Commercial New Single-user ELD Annual Subscription PROMO)*	1.00	14,600.00	0.00	18.00	17,228.00
					Total Order Value . . .	**17,228.00**

Rupees : Seventeen Thousand Two Hundred Twenty Eight Only.

Terms and Conditions :-

Specification / Brand	Autocad
Payment Terms	100% as advance
Tax	Inclusive of all taxes
Delivery Date	With in 3 days
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 Cost	Nil
Warranty	Nil
Advance Paid	Rs.17228/-, by cheque.................
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Jayapradha desktop use purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

APPROVED
24 NOV 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For *Vignesh Infotech*

Name : ____________________

Date : __/__/____

Ashaiya U

From:	Prabhakar P <prabhakar@modiproperties.com>
Sent:	24 November 2021 17:37
To:	Ashaiya .
Cc:	Soham Modi
Subject:	PO for MDs approval
Attachments:	82951.pdf

Ashaiya,

Kindly take the MDs approval.

Regards,

P Prabhakar
Sr.Manager Purchase | +91 95022 77299 | prabhakar@modiproperties.com
Modi Properties Pvt. Ltd. | www.modiproperties.com
5-4-187/ 3 & 4, M G Road, Secunderabad – 03 | +91 40 66335551
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