PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21/3/22	Prepared by	prabhak	Serial no.	2304
Supplier name	SSLLP			HO inward no.	
Firm/Company	MPPL	Project	MPL	HO received date	
PO/WO date	16/3/22	PO/WO No.	86454	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22676	19/3/22	3103.40/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3103.40/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	105046	Proof of delivery matches MRN	☑ 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:	3103/-
Amount E – PO / WO value:	3103/-
Amount F – Difference (A – E):	—
Quantity received as per PO /WO	☑ Yes ☐ Excess received ☐ Short received ☐ Part received
Close PO / WO	☑ Yes ☐ No – wait for balance material ☐ Other
Payment – due date	28/3/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Prabhakar	APPROVED			
Sign:	Prabhakar				
Date	21/3/22	21 MAR 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

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		
Modi Properties Private Limited,.	Invoice No.	22676
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	19-03-2022
	PO No.	86454
	PO Date.	16-03-2022
	Req ID	74687
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Req Date	16-03-2022
	Loc Req No	178433

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4046 - Consumables - Phinyle - 1Ltr - nos	2907	10	52.00	520.00	18	93.60
2	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	5	76.00	380.00	18	68.40
3	4065 - Consumables - Vim bar - NA - nos	3405	5	45.00	225.00	18	40.50
4	4022 - Consumables - Dettol - NA - nos hand wash	3401	10	86.00	860.00	18	154.80
5	4066 - Consumables - Water bottle - NA - nos		6	55.00	330.00	18	59.40
6	4000 - Consumables - Acid - NA - ltrs	2806	15	21.00	315.00	18	56.70
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	2,630.00	473.40
	236.70	236.70	Total Invoice Amount	3,103.40	

Rupees : Three Thousand One Hundred Three and Paise Fourty Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No. 92370 Date 19/3 Sign

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 16-03-2022 12:48:58

86454
28.02.22 2:52:30

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			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	86454	178433
	Doc Date	16-03-2022	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	16-03-2022	
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	4046 - Consumables - Phinyle - 1Ltr - nos	10.00	52.00	0.00	18.00	613.60
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	5.00	76.00	0.00	18.00	448.40
3	4065 - Consumables - Vim bar - NA - nos	5.00	45.00	0.00	18.00	265.50
4	4022 - Consumables - Dettol - NA - nos *hand wash*	10.00	86.00	0.00	18.00	1,014.80
5	4066 - Consumables - Water bottle - NA - nos	6.00	55.00	0.00	18.00	389.40
6	4000 - Consumables - Acid - NA - ltrs	15.00	21.00	0.00	18.00	371.70
					Total Order Value . . .	**3,103.40**

Rupees : Three Thousand One Hundred Three and Paise Fourty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
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	Nil
Measurment	Nil

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Purchase Order

 16-03-2022 12:48:58

Original / Office Copy / Purchase Div.Copy

Security Nil

Remarks Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery /DC can be sent by email.

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	16.03.2022
Site & Phase :	May Flower Platinum	Time:	11:50
Supplier		Req.No.	178433
Material required before date:	18.03.2022	ID No.	74687

No	Description	Size	Quantity	Units	Inward No	Date
1	Phenyl	std	10	No's		
2	Lizol bottle	Std	05	No's		
3	Vim bar	std	05	No's		
4	Dettol hand wash 86454	std	10	No's		
5	Dettol Soap	Big	03	No's		
6	Water bottles	std	6	No's		
7	Acid bottles	std	15	No's		
8						
9						
10						

Remarks: Towards site office & flats cleaning works purpose.

Prepared By	A.Sravani	Approved by	S.V.Subba Reddy
Sign.& Date	16.03.2022	Sign. & Date	APPROVED 17 MAR 2022 P. PRABHAKAR Sr. MANAGER PURCHASE

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

Modi Properties Private Limited,

Sy No. 82/1, Mallapur, Nacharam, Hyderabad

GSTIN : 36AABCM4761E1ZM

DC No	19382
DC Date	19-03-2022
PO No	86454
PO Date	16-03-2022
Req ID	74687
Req Date	16-03-2022
Loc Req No	178433

	Description of Goods	HSN/SAC	Qty
1	4046 - Consumables - Phinyle - 1Ltr - nos	2907	10
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	5
3	4065 - Consumables - Vim bar - NA - nos	3405	5
4	4022 - Consumables - Dettol - NA - nos	3401	10
5	4066 - Consumables - Water bottle - NA - nos		6
6	4000 - Consumables - Acid - NA - ltrs	2806	15
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INWARD
Inward No: 18935 Dt: 19/03/22
MRN No: 105046 Dt:
Received By: Sign:
MODI PROPERTIES PVT. LTD. Sy. No. 82/1

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
INWARD
No: 78650
Date: 21/3
Sign:

Authorised signatory