PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 25/03/22 | Prepared by | Kavitha | Serial no. | 2519 |
| Supplier name | Summit Sales llp | | | HO inward no. | |
| Firm/Company | Modi realty Genome valley | Project | MRGV | HO received date | |
| PO/WO date | 01/3/22 | PO/WO No. | 86139 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 22746 | 23/03/22 | 6,039/- | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 6,039/- |
| Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | |
| MRN nos.: 105311 — 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: | 6,039/- |
| Amount E – PO / WO value: | 6,039/- |
| 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 | 28/03/22 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Kavitha | | | | |
| Sign: | 25/03/22 | | | | |
| Date | | | | | |
| 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

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

**PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7**



| **Customer Details** | | |
|---|---|---|
| Modi Realty Genome Valley LLP | Invoice No. | 22746 |
| Sy no. 31 & 32, murharipally, Genome Valley, Hyderabad | Invoice Date. | 23-03-2022 |
| | PO No. | 86139 |
| | PO Date. | 07-03-2022 |
| | Req ID | 74382 |
| | Req Date | 04-03-2022 |
| GSTIN : 36ABFFM3063P1ZU PAN ABFFM3063P | Loc Req No | 95075 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 7555 - Stationery - other - Paper - A4 - bundles | 4810 | 10 | 231.00 | 2,310.00 | 12 | 277.20 |
| 2 | 7560 - Stationery - other - Pen - NA - nos | 9608 | 50 | 3.50 | 175.00 | 18 | 31.50 |
| | Black-20 Red-10 Blue-20 | | | | | | |
| 3 | 7530 - Stationery - other - Folder cover - NA - nos | | 500 | 5.50 | 2,750.00 | 18 | 495.00 |
| | A4 | | | | | | |
| 4 | | | | | | | |
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| 14 | | | | | | | |
| 15 | | | | | | | |

| IGST | CGST | SGST | | | | |
|---|---|---|---|---|---|---|
| | | | Total Taxable Amount | 5,235.00 | | 803.70 |
| | 401.85 | 401.85 | Total Invoice Amount | | 6,038.70 | |

Rupees : Six Thousand Thirty Eight and Paise Seventy Only.

SUMMIT SALES LLP
IN WARD
No: 92541
Date: 23/3
Sign: L
R.R. DIST.

for Summit Sales LLP

*Authorised signatory*

Subject to Hyderabad Jurisdiction

# Purchase Order

 07-03-2022 12:13:18 ... ;e Div.Copy

86139

28.02.22 2:52:28

From Company : **Modi Realty Genome Valley LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 5000
G S T No. : 36ABFFM3063P1ZU

| **Supplier Details** | | | |
|---|---|---|---|
| Summit Sales LLP<br>5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad | **Doc No** | 86139 | 95075 |
| | **Doc Date** | 07-03-2022 | |
| | **Quote No** | Nil | |
| **GSTIN** 36ACQFS2044C1Z7 | **Quote Date** | 07-03-2022 | |
| 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 | 7555 - Stationery - other - Paper - A4 - bundles | 10.00 | 231.00 | 0.00 | 12.00 | 2,587.20 |
| 2 | 7560 - Stationery - other - Pen - NA - nos<br>*Black-20 Red-10 Blue-20* | 50.00 | 3.50 | 0.00 | 18.00 | 206.50 |
| 3 | 7530 - Stationery - other - Folder cover - NA - nos<br>*A4* | 500.00 | 5.50 | 0.00 | 18.00 | 3,245.00 |
| | | | | | **Total Order Value . . .** | **6,038.70** |

Rupees : Six Thousand Thirty Eight and Paise Seventy 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** | Bloomdale Residency at Genome Valley<br>Murharipalli,servey no-31& 32<br>Phone. Madhu Site Engineer - 9502211499 |
| **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 work purpose. |
| **Completion Date** | NA |
| **Measurment** | NA |
| **Security** | Nil |
| **Remarks** | . |

For *Modi Realty Genome Valley LLP*

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________

Date : __/__/____

Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | MRGV | Date: | 04-03-2022 |
| Site & Phase : | BRGV | Time: | 04:30PM |
| Supplier | | Req. No | 95075 |
| Material required before date: 07-03-2022 | | ID No. | 74382 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | JK Copier | | 10 | Bundles | | |
| 2 | Red pens | | 20 | No's | | |
| 3 | Black pens 86139 | | 20 | No's | | |
| 4 | Blue pens | | 20 | No's | | |
| 5 | A4 Sheet protector | | 05 | Bundles | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks: Towards BRGV site office purpose

| | | | |
|---|---|---|---|
| Prepared By | Pushpalatha | Approved by | sarwar |
| Sign.& Date | 04-03-22 | Sign. & Date | 04-03-22 |

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

APPROVED
04 MAR 2022
Sr. MANAGER PURCHASE

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 Realty Genome Valley LLP | DC No. | 19449 |
| Sy no. 31 & 32, murharipally, Genome Valley, Hyderabad | DC Date. | 23-03-2022 |
| | PO No. | 86139 |
| | PO Date. | 07-03-2022 |
| | Req ID | 74382 |
| | Req Date | 04-03-2022 |
| GSTIN : 36ABFFM3063P1ZU | Loc Req No | 95075 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
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| 2 | 7560 - Stationery - other - Pen - NA - nos | 9608 | 50 |
| 3 | 7530 - Stationery - other - Folder cover - NA - nos | | 500 |
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| 18 | | | |
| 19 | | | |
| 20 | | | |
| 21 | INWARD | | |
| 22 | Inward No: 1760 Dt: 23/03/22 | | |
| 23 | MRN No: 10511 Dt: 25/3/22 | | |
| 24 | Received By: Sign: | | |
| 25 | | | |
| 26 | MODI REALTY GENOME VALLEY LLP | | |
| 27 | | | |
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| 29 | | | |
| 30 | | | |

SUMMIT SALES LLP
IN WARD
No: 28737
Date: 25/3
Sign:
R.R. DIST.

for Summit Sales LLP

*Authorised signatory*

Subject to Hyderabad Jurisdiction