PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	29/3/22	Prepared by:	[illegible signature]
PO/WO no.	85493	PO / WO Date.	14/2/22
Supplier Name	Summit Sale Up	PO/WO amount	12,000/-
Firm/Company	Mani Pro Pertty Pvt Ltd	Project	Mani Properly Pvt
Sl. No.	Bill No.	Bill Date	Bill amount
1.	22225	14/2/22	12,000/-
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	22225	14/2/22	104078 ~~19021~~	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount B –Other Credits :_	
Amount C –Other Debits :_	
Amount D (D=A+B-C) – Amount to be credited to the supplier:	12,000/-
Amount E – PO / WO value:	12,000/-
Amount F – Difference (A – E):	

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	4/4/22

Remarks:_

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	APPROVED BY [signature] PRASAD					
Date	29/3/22						

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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/-

Purchase Order

 14-02-2022 12:39:56

85493
31.01.22 4:53:35

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**	85493	166924
	Doc Date	14-02-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	14-02-2022	
040-66335551 9618244433	**SupplyType**	Supply And Application	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6158 - Miscellaneous - Uniform - NA - Nos *Jackets - Thick grey(Raj Kumar Chagal,Murali Krishna)*	2.00	2,400.00	0.00	0.00	4,800.00
2	6158 - Miscellaneous - Uniform - NA - Nos *Dress code - Grey color shirt and block clor trousers(Raj Kumar Chagal,Murali Krishna)*	6.00	1,200.00	0.00	0.00	7,200.00
	Total Order Value . . .					**12,000.00**

Rupees : Twelve Thousand Only.

Terms and Conditions :-

Specification /	Jacket - Dark grey color. Dress code - Shirt (Grey color) and Trouser (Block color) for (Raj Kumar Chagal,Murali Krishna)
Payment Terms	after delivery.
Tax	Included in the above prices
Delivery Date	With in 10 days
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation	Included by us
Warranty	Nil
Advance Paid	Nil
Other Terms	Nil
Completion Date	14-2-2022
Measurment	Nil
Security	Nil
Remarks	Nil

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

Authorised Signatory

Name : ______________________

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

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

Customer Details	Invoice No.	22225
Modi Properties Private Limited,.	Invoice Date.	21-02-2022
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	85493
	PO Date.	14-02-2022
	Req ID	73797
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Req Date	12-02-2022
	Loc Req No	166924

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	6158 - Miscellaneous - Uniform - NA - Nos		2	2400.00	4,800.00	0	0.00
	Jackets - Thick grey(Raj Kumar Chagal,Murali Krishna)						
2	6158 - Miscellaneous - Uniform - NA - Nos		6	1200.00	7,200.00	0	0.00
	Dress code - Grey color shirt and block clor trousers(Raj Kumar Chagal,Murali						
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
IGST	CGST	SGST	Total Taxable Amount	12,000.00		0.00
	0.00	0.00	Total Invoice Amount	12,000.00		

Rupees : Twelve Thousand Only.

for Summit Sales LLP

SUMMIT SALES LLP R.R. DIST. IN WARD No: 91372 Date: 21/2 Sign:

Authorised signatory

Subject to Hyderabad Jurisdiction