

PURCHASE DIVISION
Advice for approval for credit to supplier

②

Date: 4/4/22		Prepared by: <i>[Signature]</i>		Serial no. 2773	
Supplier name: SSKLP				HO inward no.	
Firm/Company: MHPL SOV		Project: SOV III		HO received date	
PO/WO date: 28/3/22		PO/WO No. 86840		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	22915	1/4/22	2,771.28/-	☐ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				2,771.28/-	
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	105640		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:				2,771/-	
Amount E – PO / WO value:				2,771/-	
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		11/4/22			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	<i>[Signature]</i>				
Sign:	<i>[Signature]</i>				
Date	4/4/22				
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 - 500063

ORIGINAL INVOICE

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 :

Customer Details				Invoice No.	22915		
Modi Housing Pvt Ltd SOV III, Sy no, 11,12,14,15,16,17,18, & 294,,Hyderabad, GSTIN : 36AADCM5906D2Z0							

for Summit Sales LLP

Subject to Hyderabad Jurisdiction



Authorised signatory

Purchase Order

Page(s) 1 Of 1

28-03-2022 4:30:22 PM



86840

16.03.22 2:13:36

From Company : **Modi Housing Pvt.Ltd**

5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003

G S T No. : 36AADCM5906D2Z0

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

86840

185166

Doc Date

28-03-2022

Quote No

Nil

Quote Date

28-03-2022

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 7565 - Stationery - other - Pencil Carbon Paper - NA - boxes	1.00	156.00	0.00	18.00	184.08

Total Order Value . . .**2,771.28**

Rupees : Two Thousand Seven Hundred Seventy One and Paise Twenty Eight 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** Silver Oak Villas Part III

Sy .No.11,12,14,15,16,17,18 , 294

Phone. 0

Penalty 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** NA**Measurment** NA**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 Housing Pvt.Ltd**

Authorised Signatory

Name : _____

Contact : _____

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		MHPL-SOV-III		Date:		28-03-22	
Site & Phase :		Silver Oak Villas-III		Time:		12:00	
Supplier				Req. No.		185166	
Material required before date:			Urgent		ID No.		75072
No	Description	Size	Quantity	Units	Inward No	Date	
1	Paper Bundles	A4	10	Nos			
2	Carbon papers		1	bundle			
3							
4		86840					
5							
6							
7							
8							
9							
10							
Remarks: For Office use purpose							
Prepared By		B.Meenakshi		Approved by			
Sign.& Date		28-03-22		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

Supplier / Customer / Transporter - Copy

Email: purchase@modiproperties.com

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 - 01-04-2022

Customer Details

Modi Housing Pvt Ltd

SOV III, Sy no, 11,12,14,15,16,17,18, & 294,,Hyderabad,

GSTIN : 36AADCM5906D2Z0

DC No. 19582
 DC Date. 01-04-2022
 PO No. 86840
 PO Date. 28-03-2022
 Req ID. 75072
 Req Date. 28-03-2022
 Loc Req No. 185166

Description of Goods

HSN/SAC

Qty

- 1 7555 - Stationery - other - Paper - A4 - bundles
 2 7565 - Stationery - other - Pencil Carbon Paper - NA - boxes

4810

10

4809

1

INWARD	
Forward No. 989	01/4/22
MRN No. 105640	1/4/22
Received By	Sig
MHPI SOV PART-III	



for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction