

PURCHASE DIVISION
Advice for approval for credit to supplier

⑧

Date: 12/4/22		Prepared by: Prabhakar		Serial no. 3007	
Supplier name: Summit Sales UP				HO inward no.	
Firm/Company: MPPL		Project: MPL		HO received date	
PO/WO date: 4/4/22		PO/WO No. 81058		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	22955	05/4/22	638/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				638/-	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	105809		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:				638/-	
Amount E – PO / WO value:				638/-	
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		18/04/22			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
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 weightment 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.

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

1 of 1 :

Customer Details				Invoice No.	22955		
Modi Properties Private Limited, Sy No. 82/1, Mallapur, Nacharam, Hyderabad GSTIN : 36AABCM4761E1ZM PAN AABCM4761E				Invoice Date.	05-04-2022		
				PO No.	87058		
				PO Date.	04-04-2022		
				Req ID	75267		
				Req Date	04-04-2022		
				Loc Req No	178485		
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7507 - Stationery - other - Box file - Big - nos Rexing file Red-1 Blue-1 Black-1		3	180.00	540.00	18	97.20
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
48.60				48.60		Total Taxable Amount	
Total Invoice Amount				540.00		97.20	
637.20							

Rupees : Six Hundred Thirty Seven and Paise Twenty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

04-04-2022 15:14:11



87058

04.04.22 1:33:41

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IIInd 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

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	87058	178485
Doc Date	04-04-2022	
Quote No	Nil	
Quote Date	04-04-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7507 - Stationery - other - Box file - Big - nos Rexing file Red-1 Blue-1 Black-1	3.00	180.00	0.00	18.00	637.20
Total Order Value . . .					637.20

Rupees : Six Hundred Thirty Seven and Paise Twenty 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 May Flower Platinum
Sy 82/1, Mallapur, Nacharam.
Phone. 7680971999

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 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 Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	04.04.2022			
Site & Phase :	May Flower Platinum	Time:	14:55			
Supplier		Req.No.	178485			
Material required before date:	07.04.2022	ID No.	75267			
No	Description	Size	Quantity	Units	Inward No	Date
1	Circular Box File-Blue	A4	01	No's		
2	Circular Box File-Black	A4	01	No's		
3	Circular Box File-Red	A4	01	No's		
4						
5						
6						
7						
8						
9						
10						
11						
Remarks: Towards Site office use purpose						
Prepared By	R.Ashok	Approved by	K.Narender Reddy			
Sign.& Date	04.04.2022	Sign. & Date				



87058

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7507
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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

1 of 1 : 05-04-2022

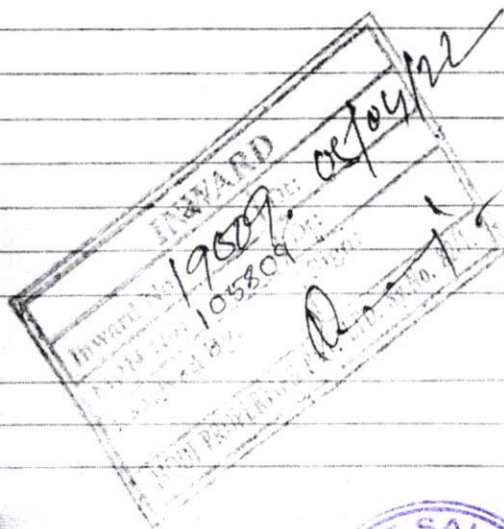
Customer Details

Modi Properties Private Limited.,
 Sy No. 82/1, Mallapur, Nacharam, Hyderabad

GSTIN : 36AABCM4761E1ZM

DC No.	19621
DC Date.	05-04-2022
PO No.	87058
PO Date.	04-04-2022
Req ID	75267
Req Date	04-04-2022
Loc Req No	178485

	Description of Goods	HSN/SAC	Qty
1	7507 - Stationery - other - Box file - Big - nos		3
2			
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction