PURCHASE DIVISION
Advice for approval for credit to supplier

8

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|---|---|---|---|---|---|
| Date: | 12/4/22 | Prepared by | Prabhakar | Serial no. | 3008 |
| Supplier name | Summit Sales LLP | | | HO inward no. | |
| Firm/Company | MPPL | Project | MPL | HO received date | |
| PO/WO date | 30/3/22 | PO/WO No. | 86874 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 22956 | 05/4/22 | 1252/- | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 1252/- |
| Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | |

| | | | |
|---|---|---|---|
| MRN nos.: | 105810 | 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: | 1252/- |
| Amount E – PO / WO value: | 1252/- |
| 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 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 Properties Private Limited,. | | Invoice No. | 22956 |
| Sy No. 82/1, Mallapur, Nacharam, Hyderabad | | Invoice Date. | 05-04-2022 |
| | | PO No. | 86874 |
| | | PO Date. | 30-03-2022 |
| | | Req ID | 75125 |
| | | Req Date | 29-03-2022 |
| GSTIN : 36AABCM4761E1ZM | PAN AABCM4761E | Loc Req No | 178472 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 2279 - Carpentry -glass - Frame with mirror - Other - 15" x 20" | | 2 | 530.25 | 1,060.50 | 18 | 190.88 |
| 2 | | | | | | | |
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| IGST | CGST | SGST | | | |
|---|---|---|---|---|---|
| | | | Total Taxable Amount | 1,060.50 | 190.88 |
| | 95.44 | 95.44 | Total Invoice Amount | 1,251.39 | |

Rupees : One Thousand Two Hundred Fifty One and Paise Thirty Nine Only.

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 92969
Date: 5/4/22
Sign:

**for Summit Sales LLP**

*Authorised signatory*

Subject to Hyderabad Jurisdiction

# Purchase Order

 30-03-2022 14:47:55

86874
16.03.22 2:13:37

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<br>5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad | **Doc No** | 86874 | 178472 |
| | **Doc Date** | 30-03-2022 | |
| | **Quote No** | Nil | |
| **GSTIN** 36ACQFS2044C1Z7 | **Quote Date** | 28-02-2019 | |
| 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 | 2279 - Carpentry -glass - Frame with mirror - Other - Nos<br>*15" x 20"* | 2.00 | 530.25 | 0.00 | 18.00 | 1,251.39 |
| | **Total Order Value . . .** | | | | | **1,251.39** |

Rupees : One Thousand Two Hundred Fifty One and Paise Thirty Nine Only.

## Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | Above item shalll be of 'Saintgobain / Modi guard' brand 5mm thickness. Frame of fibre material. |
| **Payment Terms** | After delivery & Production of bill |
| **Tax** | Inclusive of all taxes |
| **Delivery Date** | Next day. |
| **Delivery Location** | May Flower Platinum<br>Sy 82/1, Mallapur, Nacharam.<br>Phone. 7680971999 |
| **Penality For Delay** | Nil |
| **Transportation Cost** | 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 Club House Washroom purpose. |
| **Completion Date** | NA |
| **Measurment** | Nil |
| **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

31/03/2022

Name : ____________________

Accepted the above Terms And Conditions
For ***Summit Sales LLP***

Name : ____________________ Date : __/__/____

Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | Modi Properties Pvt Ltd | Date: | 29.03.2022 |
| Site & Phase : | May Flower Platinum | Time: | 12:55 |
| Supplier | | Req.No. | 178472 |
| Material required before date: | 05.04.2022 | ID No. | 75125 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Mirror with frame | 15" X 18" | 02 | No's | | |
| 2 | Mopping stick holder | - | 02 | No's | | |
| 3 | SS dust bin with flip lit | 8 ltrs | 02 | No's | | |
| 4 | Paper Dispenser | small | 10 | No's | | |
| 5 | M-fold paper for paper dispenser | | 100 | No's | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | 86874 | | | | | |
| 9 | | | | | | |
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APPROVED
31 MAR 2022
MINISH PARIKH
MANAGER PROCUREMENT

| | | | |
|---|---|---|---|
| Remarks: Towards Clubhouse use purpose | | | |
| Prepared By | R.Ashok | Approved by | S.V.Subba Reddy |
| Sign.& Date | 29.03.2022 | Sign. & Date | |

Note:

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,. | DC No. | 19622 |
| Sy No. 82/1, Mallapur, Nacharam, Hyderabad | DC Date. | 05-04-2022 |
| | PO No. | 86874 |
| | PO Date. | 30-03-2022 |
| | Req ID | 75125 |
| GSTIN : 36AABCM4761E1ZM | Req Date | 29-03-2022 |
| | Loc Req No | 178472 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 2279 - Carpentry -glass - Frame with mirror - Other - Nos | | 2 |
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INWARD
Inward No: 19008 Dt: 05/04
GRN No: 10581 Dt:
Received By: Sign:
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.

SUMMIT SALES LLP
IN WARD
No: 79036
Date: 8/4
Sign:
R.R. DIST.

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

*Authorised signatory*