PURCHASE DIVISION
Advice for approval for credit to supplier

6

Date:	14/04/22	Prepared by	Kavitha	Serial no.	3072
Supplier name	Summit Sales llp			HO inward no.	
Firm/Company	MPPL	Project	MPL	HO received date	
PO/WO date	09/4/22	PO/WO No.	87232	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23054	12/4/22	1,090/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			1090/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.:	106091	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:			1090/-
Amount E – PO / WO value:			1090/-
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:	Kavitha				
Date	14/04/22				
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 - 500003 ORIGINAL INVOICE

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Modi Properties Private Limited,.	Invoice No.	23054
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	12-04-2022
	PO No.	87232
	PO Date.	09-04-2022
	Req ID	73601
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Req Date	05-02-2022
	Loc Req No	178369

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7663 - Stationery -other - Executive bag - NA - nos	4202	1	924.00	924.00	18	166.32
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	924.00	166.32
	83.16	83.16	Total Invoice Amount	1,090.32	

Rupees : One Thousand Ninty and Paise Thirty Two Only.

for Summit Sales LLP

SUMMIT SALES LLP R.R. DIST. IN WARD No: 93250 Date: 12/4 Sign:

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 09-04-2022 16:42:39

87232
04.04.22 1:33:43

opy

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**	87232	178369
	Doc Date	09-04-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	09-04-2022	
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	7663 - Stationery -other - Executive bag - NA - nos	1.00	924.00	0.00	18.00	1,090.32
			Total Order Value . . .			**1,090.32**

Rupees : One Thousand Ninty and Paise Thirty Two Only.

Terms and Conditions :-

Specification /	HP 15.6 Inches expandable laptop bag.
Payment Terms	After Delivery & Production of bill
Tax	Included in the above prices
Delivery Date	With in a day
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, damages if any in suppliers account, for vouchers, purpose.
Completion Date	Nil
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

Name : ____________

Contact - -

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	05.02.2022
Site & Phase :	May Flower Platinum	Time:	15:52
Supplier		Req.No.	178369
Material required before date:	08.02.2022	ID No.	73601

No	Description	Size	Quantity	Units	Inward No	Date
1	Executive Bag	-	01	No's		
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						

87232

Remarks: Towards Site Offie Vouchers Purpose.

Prepared By	R.Ashok	Approved by	S.V.Subba Reddy
Sign.& Date	05.02.2022	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

Email: purchase@modiproperties.com

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

Customer Details		
Modi Properties Private Limited,	DC No.	19717
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	DC Date.	12-04-2022
	PO No.	87232
	PO Date.	09-04-2022
	Req ID	73601
GSTIN : 36AABCM4761E1ZM	Req Date	05-02-2022
	Loc Req No	178369

	Description of Goods	HSN/SAC	Qty
1	7663 - Stationery -other - Executive bag - NA - nos	4202	1
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

INWARD
Inward No: 19045 Dt: 12/02/22
MRN No: 106091 Dt:
Received By: Sign:
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.

SUMMIT SALES LLP R.R. DIST.
INWARD
No: 79129
Date: 14/4
Sign:

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory