(2)

# PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 15/4/22 | Prepared by | Kavitha | Serial no. | 2972 |
| Supplier name | Summit Sales llp | | | HO inward no. | |
| Firm/Company | MRGV | Project | MRGV | HO received date | |
| PO/WO date | 01/4/22 | PO/WO No. | 86964 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 22945 | 4/4/22 | 4,024/- | ☑ Yes ☐ No |
| 2. | | | | ☐ Yes ☐ No |
| 3. | | | | ☐ Yes ☐ No |
| 4. | | | | ☐ Yes ☐ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 4,024/- |
| Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report | |

| | | | |
|---|---|---|---|
| MRN nos.: | 105797 | 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: | 4,024/- |
| Amount E – PO / WO value: | 4,024/- |
| 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 | 18/4/22 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Kavitha | | | | |
| Sign: | 15/4/22 | | | | |
| 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

# Summit Sales LLP

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

Email: purchase@modiproperties.com

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

| Customer Details | Invoice No. | 22945 |
|---|---|---|
| Modi Realty Genome Valley LLP | Invoice Date. | 04-04-2022 |
| Sy no. 31 & 32, murharipally, Genome Valley, Hyderabad | PO No. | 86964 |
| | PO Date. | 01-04-2022 |
| | Req ID | 75185 |
| | Req Date | 01-04-2022 |
| GSTIN : 36ABFFM3063P1ZU PAN ABFFM3063P | Loc Req No | 95108 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 4003 - Consumables - Bombay Broom - Big - nos | 9603 | 15 | 88.20 | 1,323.00 | 0 | 0.00 |
| 2 | 4014 - Consumables - Colin - 500ml - nos | 3402 | 6 | 88.00 | 528.00 | 18 | 95.04 |
| 3 | 4065 - Consumables - Vim bar - NA - nos | 3405 | 2 | 45.00 | 90.00 | 18 | 16.20 |
| 4 | 4059 - Consumables - Surf Detergent Powder - NA - | 3402 | 5 | 25.20 | 126.00 | 5 | 6.30 |
| 5 | 4001 - Consumables - Air Freshner - NA - nos Odonil | 3307 | 5 | 86.00 | 430.00 | 18 | 77.40 |
| 6 | 4035 - Consumables - Harpic - Cleaner - 500ml - nos | 3808 | 4 | 55.00 | 220.00 | 18 | 39.60 |
| 7 | 4039 - Consumables - Lisol Cleaning Liquid - NA - 1 ltr | 3808 | 3 | 159.60 | 478.80 | 18 | 86.18 |
| 8 | 4001 - Consumables - Air Freshner - NA - nos Room freshner | 3307 | 5 | 86.00 | 430.00 | 18 | 77.40 |
| 9 | | | | | | | |
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| 13 | | | | | | | |
| 14 | | | | | | | |
| 15 | | | | | | | |

| IGST | CGST | SGST | | | |
|---|---|---|---|---|---|
| | | | Total Taxable Amount | 3,625.80 | 398.12 |
| | 199.06 | 199.06 | Total Invoice Amount | 4,023.92 | |

Rupees : Four Thousand Twenty Three and Paise Ninty Two Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 92936 Date: 4/4/22 Sign:

for Summit Sales LLP

*Authorised signatory*

Subject to Hyderabad Jurisdiction

# Purchase Order

 01-04-2022 12:02:07 Ori

86964
16.03.22 2:13:38

From Company : **Modi Realty Genome Valley LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ABFFM3063P1ZU

| **Supplier Details** | | | |
|---|---|---|---|
| Summit Sales LLP | **Doc No** | 86964 | 95108 |
| 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad | **Doc Date** | 01-04-2022 | |
| | **Quote No** | Nil | |
| **GSTIN** 36ACQFS2044C1Z7 | **Quote Date** | 01-04-2022 | |
| 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 | 4003 - Consumables - Bombay Broom - Big - nos | 15.00 | 88.20 | 0.00 | 0.00 | 1,323.00 |
| 2 | 4014 - Consumables - Colin - 500ml - nos | 6.00 | 88.00 | 0.00 | 18.00 | 623.04 |
| 3 | 4065 - Consumables - Vim bar - NA - nos | 2.00 | 45.00 | 0.00 | 18.00 | 106.20 |
| 4 | 4059 - Consumables - Surf Detergent Powder - NA - kgs | 5.00 | 25.20 | 0.00 | 5.00 | 132.30 |
| 5 | 4001 - Consumables - Air Freshner - NA - nos<br>*Odonil* | 5.00 | 86.00 | 0.00 | 18.00 | 507.40 |
| 6 | 4035 - Consumables - Harpic - Cleaner - 500ml - nos | 4.00 | 55.00 | 0.00 | 18.00 | 259.60 |
| 7 | 4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs<br>*1 ltr* | 3.00 | 159.60 | 0.00 | 18.00 | 564.98 |
| 8 | 4001 - Consumables - Air Freshner - NA - nos<br>*Room freshner* | 5.00 | 86.00 | 0.00 | 18.00 | 507.40 |
| | | | **Total Order Value . . .** | | | **4,023.92** |

Rupees : Four Thousand Twenty Three and Paise Ninty Two 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** | Bloomdale Residency at Genome Valley<br>Murharipalli,servey no-31& 32<br>Phone. Madhu Site Engineer - 9502211499 |
| **Penality 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 site office use purpose. |
| **Completion Date** | NA |

For ***Modi Realty Genome Valley LLP***

Authorised Signatory

Name : ______________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

# Purchase Order

 01-04-2022 12:02:07 Original / Office Copy / Purchase Div.Copy

| | |
|---|---|
| **Measurment** | NA |
| **Security** | Nil |
| **Remarks** | . |

For ***Modi Realty Genome Valley LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | MRGV | Date: | 01-04-2022 |
| Site & Phase : | BRGV | Time: | 10:30AM |
| Supplier | | Req. No. | 95108 |
| Material required before date: | 04-04-2022 | ID No. | 75185 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Bombay Jadu | Big | 25 | No's | | |
| 2 | Colin | | 06 | No's | | |
| 3 | Vim Bar | | 05 | No's | | |
| 4 | Surf excel 86964 | | 05 | No's | | |
| 5 | Odonil | | 05 | No's | | |
| 6 | Room freshner | | 05 | No's | | |
| 7 | Harpic | | 04 | No's | | |
| 8 | Lyzol | | 04 | No's | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks: Towards BRGV site office purpose

| | | | |
|---|---|---|---|
| Prepared By | Pushpalatha | Approved by | sarwar |
| Sign & Date | 01-04-22 | Sign. & Date | 01-04-22 |

Note: On receipt of material at site write inward number and date in last 2 columns.

APPROVED
01 APR 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

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 Realty Genome Valley LLP | DC No. | 19611 |
| Sy no. 31 & 32, murharipally, Genome Valley, Hyderabad | DC Date. | 04-04-2022 |
| | PO No. | 86964 |
| | PO Date. | 01-04-2022 |
| | Req ID | 75185 |
| GSTIN : 36ABFFM3063P1ZU | Req Date | 01-04-2022 |
| | Loc Req No | 95108 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 4003 - Consumables - Bombay Broom - Big - nos | 9603 | 15 |
| 2 | 4014 - Consumables - Colin - 500ml - nos | 3402 | 6 |
| 3 | 4065 - Consumables - Vim bar - NA - nos | 3405 | 2 |
| 4 | 4059 - Consumables - Surf Detergent Powder - NA - kgs | 3402 | 5 |
| 5 | 4001 - Consumables - Air Freshner - NA - nos | 3307 | 5 |
| 6 | 4035 - Consumables - Harpic - Cleaner - 500ml - nos | 3808 | 4 |
| 7 | 4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs | 3808 | 3 |
| 8 | 4001 - Consumables - Air Freshner - NA - nos | 3307 | 5 |
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SUMMIT SALES LLP R.R. DIST. IN WARD No: 79164 Date: 15/4 Sign:

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

*Authorised signatory*

INWARD
Inward No: 1780 Dt: 04/04/22
MRN No: 105997 Dt:
Received By: Sign:
MODI REALTY GENOME VALLEY LLP