

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 16/4/22		Prepared by: [Signature]		Serial no. 3183	
Supplier name: SSKH				HO inward no.	
Firm/Company: NE		Project: NE		HO received date	
PO/WO date: 9/4/22		PO/WO No. P7206		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	23102	9/4/22	520/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				520/-	
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.: 106236		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:				520/-	
Amount E – PO / WO value:				520/-	
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		25/4/22			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	[Signature]				
Sign:	[Signature]				
Date	16/4/22				
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

ORIGINAL INVOICE

#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.		23102	
Nilgiri Estates Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad GSTIN : 36AAHFN0766F1ZA							

Rupees : Five Hundred Nineteen and Paise Seventy Nine Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction



Authorised signatory

Purchase Order

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09-04-2022 14:09:13



87206

04.04.22 1:33:42

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

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	87206	175504
Doc Date	09-04-2022	
Quote No	Nil	
Quote Date	09-04-2022	
SupplyType	Supply	

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4065 - Consumables - Vim bar - NA - nos	1.00	45.00	0.00	18.00	53.10
2 4057 - Consumables - Sponges - NA - nos	15.00	9.00	0.00	18.00	159.30
3 4108 - Consumables - Water Bottle - NA - Nos	4.00	52.00	0.00	18.00	245.44
4 7560 - Stationery - other - Pen - NA - nos Blue	15.00	3.50	0.00	18.00	61.95
Total Order Value . . .					519.79

Rupees : Five Hundred Nineteen and Paise Seventy Nine 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 Nilgiri Estate
Sy.No.143/133/134/135/136, Rampally Village.
Phone. 9030931172

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 office use purpose.**Completion Date** NA**Measurment** NA**Security** Nil.**Remarks**For **Nilgiri Estates**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : __/__/__

Requisition Form

Company Name:		NILGIRI ESTATES		Date:		08.04.2022	
Site & Phase :		NILGIRI ESTATE		Time:		01:30	
Supplier				Req. No.		175504	
Material required before date:			ID No.			75406	

No	Description	Size	Quantity	Units	Inward No	Date
1	Vim Bar	STD	01	Nos		
2	Sponges	STD	15	Nos		
3	Blue Pens	STD	15	Nos		
4	Water Bottles	STD	04	Nos		
5						
6						
7						
8						
9						
10						

Remarks:- For site use purpose

Prepared By	Sadhana	Approved by	Akheel
Sign. & Date	08.04.2022	Sign. & Date	08.04.2022

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

Company Name:		Date:		Certified by: Project Manager Nilgiri Estates		
Site & Phase :		Time:				
Supplier		Req. No.				
Material required before date:			Urgent		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						

Remarks:

Prepared By		Approved by	
Sign. & Date		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

1 of 1 - 14-04-2022

Customer Details		DC No	19757
Nilgiri Estates		DC Date	14-04-2022
Sy No.143/133/134/135/136, Rampally,kcesara,Hyderabad		PO No.	87206
		PO Date	09-04-2022
		Req ID	75406
		Req Date	08-04-2022
GSTIN : 36AAHFN0766F1ZA		Loc Req No	175504
Description of Goods		HSN/SAC	Qty
1	4065 - Consumables - Vim bar - NA - nos	3405	1
2	4057 - Consumables - Sponges - NA - nos	3921	15
3	4108 - Consumables - Water Bottle - NA - Nos		4
4	7560 - Stationery - other - Pen - NA - nos	9608	15
5			
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for Summit Sales LLP

Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 22891	Dt: 19/04/22
GRN No: 106236	Dt: 19/04/22
Received By: aditya	Sign: aditya

Authorised signature

