PURCHASE DIVISION
Advice for approval for credit to supplier

F

Date:	27/4/22	Prepared by	Manoj	Serial no.	3542
Supplier name	SSLP			HO inward no.	
Firm/Company	MPPL	Project	MPL	HO received date	
PO/WO date	20/4/22	PO/WO No.	87548	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23254	25/4/22	1,293.601	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A Bills total (Excluding Transport & Hamali Charges):	1,293.601

Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report

MRN nos.:	10649,	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:	1,293.601
Amount E – PO / WO value:	2,587.201
Amount F – Difference (A – E):	1,293.601
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	2/5/22
Remarks: part Bill	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manoj	Prabhakar			
Sign:	Manoj	[illegible]			
Date	27/4/22				
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

Customer Details		
Modi Properties Private Limited,.	Invoice No.	23254
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	25-04-2022
	PO No.	87548
	PO Date.	20-04-2022
	Req ID	75732
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Req Date	19-04-2022
	Loc Req No	178516

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	5	231.00	1,155.00	12	138.60
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
	69.30	69.30	Total Taxable Amount	1,155.00	138.60
			Total Invoice Amount	1,293.60	

Rupees : One Thousand Two Hundred Ninty Three and Paise Sixty Only.

SUMMIT SALES LLP
IN WARD
No: 93665
Date: 25/4
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 20-04-2022 14:46:47

87548
20.04.22 3:07:37

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 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	87548	178516
	Doc Date	20-04-2022	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	20-04-2022	
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	7555 - Stationery - other - Paper - A4 - bundles	10.00	231.00	0.00	12.00	2,587.20
					Total Order Value . . .	**2,587.20**

Rupees : Two Thousand Five Hundred Eighty 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
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 for site office use 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.'.

PART DELIVERY DETAILS

S.no.			
1.	23254	25/4/22	1293.60/-
2.			
3.			
4.			
5.			

For *Modi Properties Pvt.Ltd.*
Authorised Signatory

Name : ____________

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

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	19.04.2022
Site & Phase :	May Flower Platinum	Time:	16:15
Supplier		Req.No.	178516
Material required before date:	22.04.2022	ID No.	75732

No	Description	Size	Quantity	Units	Inward No	Date
1	Paper bundles 87548	A4	10	No's		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: Towards Office use purpose			APPROVED
Prepared By	R.Ashok	Approved by	K.Narender Reddy 2 APR 2022
Sign.& Date	19.04.2022	Sign. & Date	P. PRABHAKAR Sr. MANAGER PURCHASE

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.

Sy No. 82/1, Mallapur, Nacharam, Hyderabad

GSTIN : 36AABCM4761E1ZM

DC No	19882
DC Date	25-04-2022
PO No.	87548
PO Date	20-04-2022
Req ID	75732
Req Date	19-04-2022
Loc Req No	178516

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	5
2			
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INWARD 19070 25/04/22 10649

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

SUMMIT SALES LLP R.R. DIST. INWARD No. 79450 Date 28/4 Sign