

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		15/5/22		Prepared by	Deel	Serial no.	4136
Supplier name		SSLP			HO inward no.		
Firm/Company		memhlp		Project	GMR	HO received date	
PO/WO date		30/4/22		PO/WO No.	87876	Scan ID.	
Sl no.	Bill no.		Bill date		Bill amount		Original attached
1.	23592		11/5/22		5,550.39		☐ Yes ☐ No
2.					/		☐ Yes ☐ No
3.							☐ Yes ☐ No
4.							☐ Yes ☐ No
Amount A – Bills total (Excluding Transport & Hamali Charges):						5,550.39	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report							
MRN nos.:	20150			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:						5,550.39	
Amount E – PO / WO value:						7,483.04	
Amount F – Difference (A – E):						1932.65	
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			10/5/22				
Remarks: Part bill							
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.

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

1 of 1 :

Customer Details				Invoice No.		23592	
Modi Reality Mallapur LLP Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076 GSTIN : 36AAEFM1459R1ZP							

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



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Amount F – Difference (A – E):		1932.65
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	16/5/22	
Remarks: Part bill		

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

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Subject to Hyderabad Jurisdiction



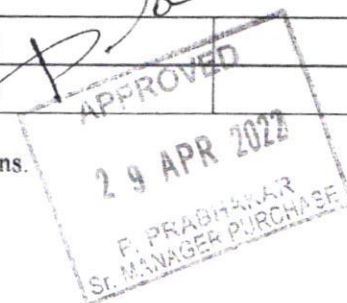
for Summit Sales LLP

Authorised signatory

Requisition Form

Company Name:		Modi Realty Mallapur LLP		Date:		29-04-2022	
Site & Phase :		Gulmohar Residency		Time:		11 am	
Supplier		Summit Sales LLP		Req. No.		167061	
Material required before date:			ID No.			76029	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Signora ware dinner plate - 6 qty	87876	2	Sets			
2	Signora ware quarter plate - 6 qty						
3	Signora ware Katori - 6 qty						
4	Signora ware 1 ltr bowl - 1 qty						
5	Parage coffee spoons - 6 qty		2	Sets			
6	Parage dinner spoon - 6 qty		2	Sets			
7	Parage serving spoon - 1 qty		2	Sets			
8	Urmila polycarbonate glass - 12 qty		2	Sets			
9	Coffee cup - 12 qty		2	Sets			
10	Tea cup and Saucer - 6 qty		2	Sets			
Remarks:							
Prepared By		Prasad		Approved by			
Sign. & Date				Sign. & Date			

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



Summit Sales LLP

W. 4-12TH & A. H. Plaza, Nizam Museum, M. C. Road, Hyderabad - 500002.

Email: sales@summitsalesllp.com

GSTIN/UNE: 36ACQPS2044C1Z7

Supplier CC Invoice / Transporter / Equip

Customer Details

Modi Realty Mallapur LLP

Plot No. 19, Mallapur, Hyderabad, Dist to HPT, Railway Cross Bridge, 500016.

GSTIN: 36AAEFM1459P1ZP

Description of Goods

- 1 4192 - Miscellaneous - Dinner Set - NA - sets
- 2 4115 - Consumables - Small Bowl - NA - sets
- 3 4114 - Consumables - Quarter Plate - NA - sets
- 4 4116 - Consumables - Bowl 1 Ltr - NA - sets
- 5 4017 - Consumables - Cup - NA - sets
- 6 4018 - Consumables - Cups & Saucers - NA - sets

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11/11/2022

INWARD

MODI REALTY MALLAPUR LLP

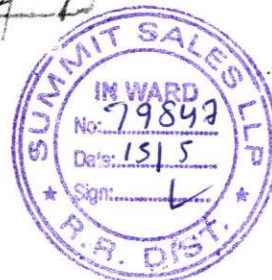
Ward No 8326 DL 11/5/22

MRN NO 20150 DL 12/05/22

Received By Mosel Sign

for Summit Sales LLP

Authorized signatory



Subject to Hyderabad Jurisdiction