

PURCHASE DIVISION
Advice for approval for credit to supplier

②

Date: 10/5/22		Prepared by: Kaviltha		Serial no. 3965	
Supplier name: Summit Sales IP		HO inward no.			
Firm/Company: GMR		Project: GMR		HO received date	
PO/WO date: 04/04/22		PO/WO No. 87393		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23135	16/4/22	1,837/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.			/	☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			1837/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.: 106209	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:			1837/-
Amount E – PO / WO value:			1837/-
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		16/05/22	
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Kaviltha				
Sign:	10/5/22				
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.

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.		23135	
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



Purchase Order

Page(s) 1 Of 1

14-04-2022 13:02:52



04.04.22 1:33:44

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad
G S T No. : 36AAEFM1459R1ZP

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	87393	193087
Doc Date	04-04-2022	
Quote No	Nil	
Quote Date	04-04-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7507 - Stationery - other - Box file - Big - nos Rexing file Red-1 Blue-1 Black-1	3.00	180.00	0.00	18.00	637.20
2 7513 - Stationery - other - Cello Tape - 1 In - nos	5.00	48.00	0.00	12.00	268.80
3 7514 - Stationery - other - Cello Tape - other - nos	5.00	57.75	0.00	18.00	340.73
4 7507 - Stationery - other - Box file - Big - nos	10.00	50.00	0.00	18.00	590.00
Total Order Value . . .					1,836.73

Rupees : One Thousand Eight Hundred Thirty Six and Paise Seventy 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	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _____, Admin 9502211011
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 Site office 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.

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name:	MODI REALTY MALLAPUR LLP		Date:	13.04.22		
Site & Phase :	GULMOHAR RESIDENCY		Time:	11:00		
Supplier			Req. No.	193087		
Material required before date:	15.04.22		ID No.	75571		

No	Description	Size	Quantity	Units	Inward No	Date
1.	White cello tape	3"	20	No's		
2.	White cello tape	2"	10	No's		
3.	Blue Box files	A4	1	No's		
4.	Black Box files 87392	A4	1	No's		
5.	Red Box files	A4	1	No's		
6.	Box files	A4	10	No's		
7.						
8.						
9.						
10.						

Remarks: For site office use purpose at GMR site .

Prepared By	A.Janaki	Approved by	Ram prasad
Sign. & Date	13.04.22	Sign. & Date	

Note:

(Signature)

APPROVED BY
13 APR 2022
PROJECT MANAGER

APPROVED
14 APR 2022
MINISH PARIKH
MANAGER PROCUREMENT

Summit Sales LLP

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

Email: purchase@modiproperties.com

Customer/Transporter - Copy

GSTIN/UNE: 36ACQFS2044C1Z7

1 of 1 : 16-04-2022

Customer Details

Modi Reality Mallapur LLP

Sy No. 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge, 500076

GSTIN : 36AAEFM1459R1ZP

DC No.	19789
DC Date.	16-04-2022
PO No.	87393
PO Date.	04-04-2022
Req ID	75571
Req Date	13-04-2022
Loc Req No	193087

Description of Goods

HSN/SAC

Qty

1 7507 - Stationery - other - Box file - Big - nos

3

2 7513 - Stationery - other - Cello Tape - 1 In - nos

5

3 7514 - Stationery - other - Cello Tape - other - nos

5

4 7507 - Stationery - other - Box file - Big - nos

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for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory



