

PURCHASE DIVISION
Advice for approval for credit to supplier



Date	12/05/22	Prepared by	Kavitha	Serial no.	4049
	Summit Sales LLP			HO inward no.	
Company	MPL	Project	MPL	HO received date	
Date	25/4/22	PO/WO No.	87702	Scan ID.	

	Bill no.	Bill date	Bill amount	Original attached
1.	23312	27/4/22	7,266/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			71266/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.:	106637	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:			71266/-
Amount E – PO / WO value:			71266/-
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		23/05/22	
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Kavitha				
Sign:	12/5/22				
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

/ Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 :

Customer Details

Modi Properties Private Limited,

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

Invoice No. 23312

Invoice Date. 27-04-2022

PO No. 87702

PO Date. 25-04-2022

Req ID 75900

Req Date 23-04-2022

Loc Req No 178519

GSTIN : 36AABCM4761E1ZM

PAN AABCM4761E

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4046 - Consumables - Phinyle - 1Ltr - nos	2907	10	52.00	520.00	18	93.60
2	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	5	82.00	410.00	18	73.80
3	4065 - Consumables - Vim bar - NA - nos	3405	5	45.00	225.00	18	40.50
4	4022 - Consumables - Dettol - NA - nos hand wash	3401	10	86.00	860.00	18	154.80
5	4022 - Consumables - Dettol - NA - nos soap big	3401	0	86.00	0.00	18	0.00
6	4108 - Consumables - Water Bottle - NA - Nos		6	52.00	312.00	18	56.16
7	4000 - Consumables - Acid - NA - ltrs bottles	2806	50	21.00	1,050.00	18	189.00
8	4041 - Consumables - Mopping stick - NA - nos	9603	10	128.00	1,280.00	18	230.40
9	4001 - Consumables - Air Freshner - NA - nos Room frshener	3307	15	86.00	1,290.00	18	232.20
10	7560 - Stationery - other - Pen - NA - nos blue	9608	60	3.50	210.00	18	37.80
11							
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15							
IGST				6,157.00			1,108.26
CGST							
SGST							
Total Taxable Amount							
Total Invoice Amount							7,265.26

Rupees : Seven Thousand Two Hundred Sixty Five and Paise Twenty Six Only.



for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 2

26-04-2022 14:50:00



87702

20.04.22 3:07:38

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IIInd 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

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	87702	178519
Doc Date	25-04-2022	
Quote No	nil	
Quote Date	25-04-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4046 - Consumables - Phynyle - 1Ltr - nos	10.00	52.00	0.00	18.00	613.60
2 4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	5.00	82.00	0.00	18.00	483.80
3 4065 - Consumables - Vim bar - NA - nos	5.00	45.00	0.00	18.00	265.50
4 4022 - Consumables - Dettol - NA - nos hand wash	10.00	86.00	0.00	18.00	1,014.80
5 4108 - Consumables - Water Bottle - NA - Nos	6.00	52.00	0.00	18.00	368.16
6 4000 - Consumables - Acid - NA - ltrs bottles	50.00	21.00	0.00	18.00	1,239.00
7 4041 - Consumables - Mopping stick - NA - nos	10.00	128.00	0.00	18.00	1,510.40
8 4001 - Consumables - Air Freshner - NA - nos Room frshener	15.00	86.00	0.00	18.00	1,522.20
9 7560 - Stationery - other - Pen - NA - nos blue	60.00	3.50	0.00	18.00	247.80
Total Order Value . . .					7,265.26

Rupees : Seven Thousand Two Hundred Sixty Five and Paise Twenty Six Only.

Terms and Conditions :-

Specification / Brand 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
Penalty For Delay Nil
Transportation Cost Transport cost shall be borne by us.
Warranty Nil
Advance Paid Nil

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : __/__/__

Purchase Order

Page(s) 2 Of 2

26-04-2022 14:50:00

Original / Office Copy / Purchase Div.Copy

Other Terms

We reserve the right to reject items not conforming to quality and specifications. Above material order site office & flats cleaning work purpose.

Completion Date

NA

Measurement

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 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:	23.03.2022
Site & Phase :	May Flower Platinum	Time:	11:50
Supplier		Req.No.	178519
Material required before date:	27.03.2022	ID No.	75900

No	Description	Size	Quantity	Units	Inward No	Date
1	Phenyl	std	10	No's		
2	Lizol bottle	Std	05	No's		
3	Vim bar	std	05	No's		
4	Dettol hand wash 87702	std	10	No's		
5	Dettol Soap	Big	03	No's		
6	Water bottles	std	6	No's		
7	Acid bottles	std	50	No's		
8	Blue Pen	Std	5	Box's		
9	Moping stick	Std	10	No's		
10	Room freshener	Std	15	No's		

Remarks: Towards site office & flats cleaning works purpose.

Prepared By	A.Sravani	Approved by	S.V.Subba Reddy
Sign. & Date	23.03.2022	Sign. & Date	

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



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

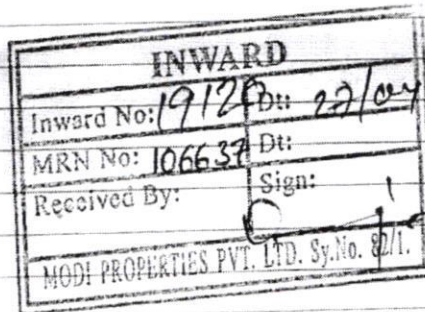
1 of 1 : 27-04-2022

Customer DetailsModi Properties Private Limited,
Sy No. 82/1, Mallapur, Nacharam, Hyderabad

GSTIN : 36AABCM4761E1ZM

DC No.	19935
DC Date.	27-04-2022
PO No.	87702
PO Date.	25-04-2022
Req ID	75900
Req Date	23-04-2022
Loc Req No	178519

	Description of Goods	HSN/SAC	Qty
1	4046 - Consumables - Phinyle - 1Ltr - nos	2907	10
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	5
3	4065 - Consumables - Vim bar - NA - nos	3405	5
4	4022 - Consumables - Dettol - NA - nos	3401	10
5	4022 - Consumables - Dettol - NA - nos	3401	0
6	4108 - Consumables - Water Bottle - NA - Nos		6
7	4000 - Consumables - Acid - NA - ltrs	2806	50
8	4041 - Consumables - Mopping stick - NA - nos	9603	10
9	4001 - Consumables - Air Freshner - NA - nos	3307	15
10	7560 - Stationery - other - Pen - NA - nos	9608	60
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for Summit Sales LLP

Authorised signatory

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