PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	15/5/22	Prepared by	prabhakar	Serial no.	4081
Supplier name	Sumost Sales LLP			HO inward no.	
Firm/Company	MPPL	Project	MPL	HO received date	
PO/WO date	9/5	PO/WO No.	88079	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23590	11/5/22	5585.41	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	5585.41
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	107154	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:	5585.41
Amount E – PO / WO value:	5585.41
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	28/5/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:					
Date		15 MAY 2022			
Approval limit	Upto 20k	Above 20k PRABHAKAR Sr. MANAGER PURCHASE	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

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	23590
Modi Properties Private Limited,.	Invoice Date.	11-05-2022
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	88079
	PO Date.	09-05-2022
	Req ID	76274
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Req Date	09-05-2022
	Loc Req No	178549

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7507 - Stationery - other - Box file - Big - nos		10	44.00	440.00	18	79.20
2	4014 - Consumables - Colin - 500ml - nos	3402	6	88.00	528.00	18	95.04
3	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	8	55.00	440.00	18	79.20
4	4059 - Consumables - Surf Detergent Powder - NA -	3402	5	25.20	126.00	5	6.30
5	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	5	82.00	410.00	18	73.80
6	4003 - Consumables - Bombay Broom - Big - nos	9603	15	88.20	1,323.00	0	0.00
7	4041 - Consumables - Mopping stick - NA - nos	9603	8	128.00	1,024.00	18	184.32
8	4040 - Consumables - Mopping Cloth - NA - nos White-10 Yellow-10	6307	20	16.75	335.00	5	16.76
9	4001 - Consumables - Air Freshner - NA - nos Odonil	3307	8	45.00	360.00	18	64.80
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
	299.71	299.71	Total Taxable Amount	4,986.00	599.42
			Total Invoice Amount	5,585.41	

Rupees : Five Thousand Five Hundred Eighty Five and Paise Fourty One Only.

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
INWARD
No: 94327
Date: 11/5
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Purchase Order

 09-05-2022 12:55:07

88079

27.04.22 12:24:12

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	**Doc No**	88079	178549
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	09-05-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	09-05-2022	
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	7507 - Stationery - other - Box file - Big - nos	10.00	44.00	0.00	18.00	519.20
2	4014 - Consumables - Colin - 500ml - nos	6.00	88.00	0.00	18.00	623.04
3	4035 - Consumables - Harpic - Cleaner - 500ml - nos	8.00	55.00	0.00	18.00	519.20
4	4059 - Consumables - Surf Detergent Powder - NA - kgs	5.00	25.20	0.00	5.00	132.30
5	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	5.00	82.00	0.00	18.00	483.80
6	4003 - Consumables - Bombay Broom - Big - nos	15.00	88.20	0.00	0.00	1,323.00
7	4041 - Consumables - Mopping stick - NA - nos	8.00	128.00	0.00	18.00	1,208.32
8	4040 - Consumables - Mopping Cloth - NA - nos *White-10 Yellow-10*	20.00	16.75	0.00	5.00	351.75
9	4001 - Consumables - Air Freshner - NA - nos *Odonil*	8.00	45.00	0.00	18.00	424.80
					Total Order Value . . .	**5,585.41**

Rupees : Five Thousand Five Hundred Eighty Five and Paise Fourty One 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

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

11/05/2022

Name :

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name :

Date : _/_/__

Purchase Order

 09-05-2022 12:55:07 Original / Office Copy / Purchase Div.Copy

Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order For Site office & flats 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 Properties Pvt.Ltd.***

Authorised Signatory

Name : 11/05/2022

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	09.05.2022
Site & Phase :	May Flower Platinum	Time:	11:50
Supplier		Req.No.	178549
Material required before date:	urgent	ID No.	76274

No	Description	Size	Quantity	Units	Inward No	Date
1	Box Files	A4	10	No's		
2	Colin	std	06	No's		
3	Harpic	Std	10	No's		
4	Surf	Std	05	No's		
5	lizol	std	05	No's		
6	Bombay brooms 88079	std	15	No's		
7	Moping stick	std	10	No's		
8	Cloths (White & yellow)	std	20	No's		
9	Room freshener	std	10	No's		
10						

Remarks: Towards site office & flats purpsoe .

Prepared By	A.Sravani	Approved by	S.V.Subba Reddy
Sign.& Date	09.05.2022	Sign. & Date	

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

APPROVED
11 MAY 2022
MINISH PARIKH
MANAGER PROCUREMENT

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.	20148
DC Date	11-05-2022
PO No.	88079
PO Date.	09-05-2022
Req ID	76274
Req Date	09-05-2022
Loc Req No	178549

	Description of Goods	HSN/SAC	Qty
1	7507 - Stationery - other - Box file - Big - nos		10
2	4014 - Consumables - Colin - 500ml - nos	3402	6
3	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	8
4	4059 - Consumables - Surf Detergent Powder - NA - kgs	3402	5
5	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	5
6	4003 - Consumables - Bombay Broom - Big - nos	9603	15
7	4041 - Consumables - Mopping stick - NA - nos	9603	8
8	4040 - Consumables - Mopping Cloth - NA - nos	6307	20
9	4001 - Consumables - Air Freshner - NA - nos	3307	8
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INWARD
Inward No: 1918 Dt: 11/05/22
GRN No: 107154
Received By: Sign:
MODI PROPERTIES

SUMMIT SALES LLP
IN WARD
No: 79832
Date: 19/5
Sign: L
R.R. DIST.

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory