PURCHASE DIVISION

Advice for approval for credit to supplier

Date	11/5/22	Prepared by	Manoj	Serial no.	3841
Supplier name	SSLLP			HO inward no.	
Firm/Company	MPPL	Project	HO	HO received date	
PO/WO date	5/5/22	PO/WO No.	87976	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23468	5/5/22	271.40/-	□ Yes □ No
2				□ Yes □ No
3				□ Yes □ No
4.				□ Yes □ No

Amount A Bills total (Excluding Transport & Hamali Charges):	271.40/-

Proof of delivery by way of: ☑ DC's/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report

MRN nos.:	✓	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:	271/-
Amount E – PO / WO value:	271/-
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	16/5/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manoj				
Sign:	Manoj				
Date	11/5/22				
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

ORIGINAL INVOICE

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

Customer Details		
Modi Properties Pvt. Ltd.	Invoice No.	23468
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	Invoice Date.	05-05-2022
	PO No.	87976
	PO Date.	05-05-2022
	Req ID	76165
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Req Date	05-05-2022
	Loc Req No	198007

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	2117 - Carpentry - hardware - Measuring tape - 5mtrs	9017	2	115.00	230.00	18	41.40
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	230.00		41.40
	20.70	20.70	Total Invoice Amount	271.40		

Rupees : Two Hundred Seventy One and Paise Fourty Only.

SUMMIT SALES LLP INWARD No: 94071 Date: 5/5/22 Sign: R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 06-05-2022 12:06:47 Ori

87976
20.04.22 3:26:43

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**	87976	198007
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	05-05-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	05-05-2022	
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	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	2.00	115.00	0.00	18.00	271.40
			Total Order Value . . .			**271.40**

Rupees : Two Hundred Seventy One and Paise Fourty 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	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
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 Towards Site 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.

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : ____________

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	5-05-2022
Site & Phase :	HO	Time:	10:30 AM
Supplier		Req. No.	198007
Material required before date: Urgent		ID No.	76165

No	Description	Size	Quantity	Units	Inward No	Date
1	Measurement tapes	5m	02	Nos		
2						
3						
4	87976					
5						
6						
7						
8						
9						
10						

Remarks : Towards engineers purpose .			
Prepared By	MEENAKSHI.N	Approved by	
Sign.& Date	05- 5-2022	Sign. & Date	

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

APPROVED
06 MAY 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

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	DC No.	20057
Modi Properties Pvt. Ltd.	DC Date.	05-05-2022
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	87976
	PO Date.	05-05-2022
	Req ID	76165
GSTIN : 36AABCM4761E1ZM	Req Date	05-05-2022
	Loc Req No	198007

	Description of Goods	HSN/SAC	Qty
1	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	9017	2
2			
3			
4			
5			
6			
7			
8			
9			
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INWARD
Inward No: 114 Dt: 10/5/22
MRN No: Dt:
Received By: Samarjit Sign:
MODI PROPERTIES

Material Received

SUMMIT SALES LLP R.R. DIST. IN WARD No: 79812 Date: 14/5 Sign:

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory