PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	15/05/22	Prepared by	Ramya	Serial no.	4138
Supplier name	SSLLP			HO inward no.	
Firm/Company	MRP LLP	Project	NGH	HO received date	
PO/WO date	13/05/22	PO/WO No.	88252	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23628	14/05/22	1,684/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,684/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 107289	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:	1,684/-
Amount E – PO / WO value:	1,684/-
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:	23/0 final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya				
Sign:	R				
Date	15/05/22				
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

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

Customer Details		
Modi Realty Pocharam LLP	Invoice No.	23628
Nilgiri Heights, Pocharam, 500088	Invoice Date.	14-05-2022
	PO No.	88252
	PO Date.	13-05-2022
	Req ID	76411
	Req Date	13-05-2022
GSTIN : 36ABIFM1836H1Z7 PAN AB1FM1836H	Loc Req No	181955

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	4	231.00	924.00	12	110.88
2	7529 - Stationery - other - File Folders - NA - nos A3		100	5.50	550.00	18	99.00
3							
4							
5							
6							
7							
8							
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13							
14							
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IGST	CGST	SGST	Total Taxable Amount	1,474.00		209.88
	104.94	104.94	Total Invoice Amount		1,683.88	

Rupees : One Thousand Six Hundred Eighty Three and Paise Eighty Eight Only.

for Summit Sales LLP

SUMMIT SALES LLP R.R. DIST. IN WARD No: 94417 Date: 14/5 Sign:

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 13-05-2022 17:12:28

88252
27.04.22 12:24:13

From Company : **Modi Realty Pocharam LLP**
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-5....
G S T No. : 36ABIFM1836H1Z7

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	88252	181955
Doc Date	13-05-2022	
Quote No	Nil	
Quote Date	13-05-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7555 - Stationery - other - Paper - A4 - bundles	4.00	231.00	0.00	12.00	1,034.88
2	7529 - Stationery - other - File Folders - NA - nos *A3*	100.00	5.50	0.00	18.00	649.00
					Total Order Value . . .	**1,683.88**

Rupees : One Thousand Six Hundred Eighty Three and Paise Eighty Eight 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	Nilgiri Heights pocharam Phone. .9849497484
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 material 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 Realty Pocharam LLP***

Authorised Signatory

Name : 17/05/2022

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Modi Realty Pocharam LLP		Date:		13-05-2022	
Site & Phase :	Niligiri Heights		Time:		15:32	
Supplier:	SSLLP		Req. No.		181955	
0Material required before date:	Urgent		ID No.		76411	

No	Description	Size	Quantity	Units	Inward No	Date
1	**Paper bundles**	**A4**	04	No's		
2	Plan covers	A3	01	Packet		
3						
4						
5						
6	88252					
7						
8						
9						
10						

~~Remarks: for site office use~~

Prepared By	S.Sharvani	Approved by	
Sign.& Date	13.05.22	Sign. & Date	

APPROVED
17 MAY 2022
MINISH PARIKH
MANAGER PROCUREMENT

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

DELIVERY CHALLAN

Summit Sales LLP

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

Email: purchase@modiproperties.com

GSTIN/UNI: 36ACQFS2044C1Z7

Supplier / Customer / Transporter - Copy

Customer Details		
Modi Realty Pocharam LLP	DC No	20179
Nilgiri Heights, Pocharam, 500088	DC Date	14-05-2022
	PO No	88252
	PO Date	13-05-2022
	Req ID	76411
	Req Date	13-05-2022
GSTIN : 36ABIFM1836H1Z7	Loc Req No	181955

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	1
2	7529 - Stationery - other - File Folders - NA - nos		100
3			
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INWARD	
Inward No: 11265	Dt: 14/05/22
MRN No: 107287	Dt: 17/5/2
Received By:	Sign:
NILGIRI HEIGHTS	

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 29954
Date: 16/5
Sign:

Subject to Hyderabad Jurisdiction