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PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	27/4/22	Prepared by	Manu	Serial no.	L. 3539
Supplier name	SSLLP			HO inward no.	
Firm/Company	MAPPL	Project	HO	HO received date	
PO/WO date	9/4/22	PO/WO No.	87234	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23050	12/4/22	1,090.321	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A Bills total (Excluding Transport & Hamali Charges):	1,090.321–

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

MRN nos.:	106699	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:	1,090.321–
Amount E – PO / WO value:	1,090.321–
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	

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manu				
Sign:	Manu				
Date	27/4/22				
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.

MODI PROPERTIES PVT. LTD. ★ SEC'BAD ★

INWARD

No. 844

Date 2/5/22

Sign.

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	Invoice No.	23050
Modi Properties Pvt. Ltd.	Invoice Date.	12-04-2022
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	87234
	PO Date.	09-04-2022
	Req ID	73850
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Req Date	14-02-2022
	Loc Req No	183404

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7663 - Stationery -other - Executive bag - NA - nos	4202	1	924.00	924.00	18	166.32
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	924.00		166.32
	83.16	83.16	Total Invoice Amount	1,090.32		

Rupees : One Thousand Ninty and Paise Thirty Two Only.

SUMMIT SALES LLP IN WARD No: 93246 Date: 12/4 Sign: R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 09-04-2022 17:06:42 O

87234
04.04.22 1:33:43

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**	87234	183404
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	09-04-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	09-04-2022	
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	7663 - Stationery -other - Executive bag - NA - nos	1.00	924.00	0.00	18.00	1,090.32
					Total Order Value . . .	**1,090.32**

Rupees : One Thousand Ninty and Paise Thirty Two Only.

Terms and Conditions :-

Specification /	HP 15.6 Inches expandable laptop bag.
Payment Terms	After Delivery & Production of bill
Tax	Included in the above prices
Delivery Date	With in a 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	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, damages if any in suppliers account, for system admin, purpose.
Completion Date	Nil
Measurment	Nil
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 : ____________

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties	Date:	14-02-2022
Site & Phase :	H.O.	Time:	
Supplier		Req. No.	183404
Material required before date:		ID No.	13880

No	Description	Size	Quantity	Units	Inward No	Date
1	**Laptop Bag**		1	1		
2	Mouse		1			
3						
4						
5						
6						
7						
8						
9						
10						

82234

Remarks:	Laptop bag and Mouse for System Admin.		
Prepared By	A.Prudvi Raj	Approved by	
Sign.& Date	A.Prudvi Raj 14-02-2022	Sign. & Date	

APPROVED
15 FEB 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Modi Properties Pvt. Ltd.	DC No.	19713
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	DC Date.	12-04-2022
	PO No.	87234
	PO Date.	09-04-2022
	Req ID	73850
GSTIN : 36AABCM4761E1ZM	Req Date	14-02-2022
	Loc Req No	183404

	Description of Goods	HSN/SAC	Qty
1	7663 - Stationery -other - Executive bag - NA - nos	4202	1
2			
3			
4			
5			
6			
7			
8			
9			
10	INWARD		
11	Inward No: 70 Dt: 28/4/22		
12	MRN No: Dt:		
13	Received By: Sign:		
14	Samarsit		
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SUMMIT SALES LLP R.R. DIST. IN WARD No: 79470 Date: 29/4 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction