PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	30/05/22	Prepared by	Ramya	Serial no.	4599
~~Supplier name~~	SSCCP			~~HO inward no.~~	
Firm/Company	MPP Ltd.	Project	MPL	HO received date	
PO/WO date	21/05/22	PO/WO No.	88481	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23755	23/05/22	7,414/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	7,414/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 107674	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:~~	
Amount E – PO / WO value:	7,414/-
Amount F – Difference (A – E):	9,050/-
Quantity received as per PO /WO	□ Yes □ Excess received □ Short received ☑ Part received 1,636
Close PO / WO	□ Yes ☑ No – wait for balance material □ Other
Payment – due date	6/06/22
Remarks:	Part Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya				
Sign:	R—				
Date	30/05/22				
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

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	Invoice No.	23755
Modi Properties Private Limited,.	Invoice Date.	23-05-2022
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	88481
DC 20283	PO Date.	21-05-2022
	Req ID	76588
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Req Date	20-05-2022
	Loc Req No	178560

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4046 - Consumables - Phinyle - 1Ltr - nos	2907	8	52.00	416.00	18	74.88
2	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	8	80.00	640.00	18	115.20
3	4071 - Consumables - Wiper - Other - nos	9603	6	84.00	504.00	18	90.72
4	4022 - Consumables - Dettol - NA - nos	3401	6	86.00	516.00	18	92.88
5	4009 - Consumables - Coconut Broom - other - nos	9603	50	16.75	837.50	18	150.76
6	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6	55.00	330.00	18	59.40
7	4000 - Consumables - Acid - NA - ltrs	2806	24	21.00	504.00	18	90.72
8	4041 - Consumables - Mopping stick - NA - nos	9603	10	128.00	1,280.00	18	230.40
9	4003 - Consumables - Bombay Broom - Big - nos	9603	15	88.20	1,323.00	0	0.00
10	4059 - Consumables - Surf Detergent Powder - NA -	3402	6	25.20	151.20	5	7.56
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	6,501.70	912.52
	456.26	456.26	Total Invoice Amount	7,414.21	

Rupees : Seven Thousand Four Hundred Fourteen and Paise Twenty One Only.

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP R.R. DIST. IN WARD No: 94665 Date: 23/5 Sign:

Subject to Hyderabad Jurisdiction

Purchase Order

 21-05-2022 14:36:34

88481
27.04.22 12:24:14

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
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	88481	178560
Doc Date	21-05-2022	
Quote No	Nil	
Quote Date	21-05-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4046 - Consumables - Phinyle - 1Ltr - nos	8.00	52.00	0.00	18.00	490.88
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	8.00	80.00	0.00	18.00	755.20
3	4071 - Consumables - Wiper - Other - nos	6.00	84.00	0.00	18.00	594.72
4	4022 - Consumables - Dettol - NA - nos	6.00	86.00	0.00	18.00	608.88
5	4009 - Consumables - Coconut Broom - other - nos	50.00	16.75	0.00	18.00	988.25
6	4035 - Consumables - Harpic - Cleaner - 500ml - nos	6.00	55.00	0.00	18.00	389.40
7	4000 - Consumables - Acid - NA - ltrs	24.00	21.00	0.00	18.00	594.72
8	4041 - Consumables - Mopping stick - NA - nos	10.00	128.00	0.00	18.00	1,510.40
9	4003 - Consumables - Bombay Broom - Big - nos	15.00	88.20	0.00	0.00	1,323.00
10	4006 - Consumables - Bucket - other - nos	6.00	231.00	0.00	18.00	1,635.48
11	4059 - Consumables - Surf Detergent Powder - NA - kgs	6.00	25.20	0.00	5.00	158.76
					Total Order Value . . .	**9,049.69**

Rupees : Nine Thousand Fourty Nine and Paise Sixty Nine 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

	Bill no.	Bill Dt.	
1.	23755	23/05/22	7,414/-
2.			
3.			
4.			
5.			

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name :

Date : __/__/____

Purchase Order

 21-05-2022 14:36:34 Original / Office Copy / Purchase Div.Copy

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 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:	Modi Properties Pvt Ltd	Date:	20.05.2022
Site & Phase :	May Flower Platinum	Time:	11:50
Supplier		Req.No.	178560
Material required before date:	24.05.2022	ID No.	76588

No	Description	Size	Quantity	Units	Inward No	Date
1	Phenyl	Std	10	No's		
2	Lizol bottle	Std	10	No's		
3	Viper stick	Std	6	No's		
4	Dettol hand wash	Std	10	No's		
5	Coconut brooms	Std	50	No's		
6	Harpic	Std	06	No's		
7	Acid bottles	Std	25	No's		
8	Moping stick	Std	15	No's		
9	Bombay brooms	Std	15	No's		
10	Plastic bucket	Std	06	No's		
11.	Surf	Std	15	No's		

28481

Remarks: Towards site office & flats cleaning works purpose.

Prepared By	A.Sravani	Approved by	K.Narendar reddy
Sign.& Date	20.05.2022	Sign. & Date	

APPROVED 23 MAY 2022

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	DC No.	20283
Modi Properties Private Limited,	DC Date.	23-05-2022
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	88481
	PO Date.	21-05-2022
	Req ID	76588
GSTIN : 36AABCM4761E1ZM	Req Date	20-05-2022
	Loc Req No	178560

	Description of Goods	HSN/SAC	Qty
1	4046 - Consumables - Phinyle - 1Ltr - nos	2907	8
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	8
3	4071 - Consumables - Wiper - Other - nos	9603	6
4	4022 - Consumables - Dettol - NA - nos	3401	6
5	4009 - Consumables - Coconut Broom - other - nos	9603	50
6	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6
7	4000 - Consumables - Acid - NA - ltrs	2806	24
8	4041 - Consumables - Mopping stick - NA - nos	9603	10
9	4003 - Consumables - Bombay Broom - Big - nos	9603	15
10	4059 - Consumables - Surf Detergent Powder - NA - kgs	3402	6
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INWARD 21/05/22
19237
Inward No.
GRN No: 107674
Received By:
MODI PROPERTIES PVT. LTD. Sy.No. 82/1

SUMMIT SALES LLP
IN WARD
No: 80171
Date: 28/5
Sign:
R.R. DIST.

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory