PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 11/6/22 | Prepared by | Prabhakar | Serial no. | 4916 |
| Supplier name | SSLLP | | | HO inward no. | |
| Firm/Company | MPPL | Project | MPL | HO received date | |
| PO/WO date | 21/5 | PO/WO No. | 8848 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 23755 | 22/5 | 7414.21 | ☑ Yes ☐ No |
| 2. | | | | ☐ Yes ☐ No |
| 3. | | | | ☐ Yes ☐ No |
| 4. | | | | ☐ Yes ☐ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 7414.21 |
| 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: | 7414.21 |
| Amount E – PO / WO value: | 9049.69 |
| Amount F – Difference (A – E): | 1635-00 |
| 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 | 13/6 |
| Remarks: | NOC taken |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | Prabhakar | | | |
| Sign: | | [signature] | | | |
| Date | | | | | |
| 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

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

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

**PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7**



| **Customer Details** | | |
|---|---|---|
| Modi Properties Private Limited,. | Invoice No. | 23755 |
| Sy No. 82/1, Mallapur, Nacharam, Hyderabad | Invoice Date. | 23-05-2022 |
| | PO No. | 88481 |
| | 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*

Subject to Hyderabad Jurisdiction

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,. | DC No. | 20283 |
| Sy No. 82/1, Mallapur, Nacharam, Hyderabad | DC Date. | 23-05-2022 |
| | 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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19237 INWARD 21/05/22
Inward No.
MRN No. 107674
Received By:
MODI PROPERTIES PVT. LTD. Sy.No. 82/1

for Summit Sales LLP

*Authorised signatory*

Subject to Hyderabad Jurisdiction

# Purchase Order

 27-05-2022 12:41:28 Original / Office Copy / Purchase Div.Copy

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 / Brand** 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

Rs 11 20283

Books of accounts verified and no bills wrt this PO were received by accounts
Name:
Sign:
Date:
3/6/22

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

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______

Date : __/__/____

# Purchase Order

 27-05-2022 12:41:28 Original / Office Copy / Purchase Div.Copy

| | |
|---|---|
| **Transportation Cost** | 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

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Name : ____________________

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. | |

| 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 | | |
| Remarks: Towards site office & flats cleaning works purpose. | | | | | | |

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

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