6

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	6/06/22	Prepared by	Vanajathi	Serial no.	**4846**
Supplier name	SSLLP			HO inward no.	
Firm/Company	MPPLLP	Project	NGH	HO received date	
PO/WO date	31/05/22	PO/WO No.	88776	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	83956	3/06/22	1,729/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,729/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	108125	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:	1,729/-
Amount E – PO / WO value:	1,729/-
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	13/06/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajathi				
Sign:	[signature]				
Date	6/06/22				
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.	23956
Modi Realty Pocharam LLP	Invoice Date.	03-06-2022
Nilgiri Heights, Pocharam, 500088	PO No.	88776
	PO Date.	31-05-2022
	Req ID	76870
GSTIN : 36ABIFM1836H1Z7 PAN ABIFM1836H	Req Date	31-05-2022
	Loc Req No	181987

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7509 - Stationery - other - Calculator - NA - nos		5	158.00	790.00	18	142.20
2	7528 - Stationery - other - Fevistick - NA - nos	9608	6	20.00	120.00	12	14.40
3	7578 - Stationery - other - Ring Binder - other - nos blue		3	187.00	561.00	18	100.98
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	1,471.00		257.58
	128.79	128.79	Total Invoice Amount	1,728.58		

Rupees : One Thousand Seven Hundred Twenty Eight and Paise Fifty Eight Only.

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 95156
Date: 3/6/22
Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 31-05-2022 16:01:53

88776
20.05.22 3:37:22

From Company : **Modi Realty Pocharam LLP**
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003
G S T No. : 36ABIFM1836H1Z7

Supplier Details				
Summit Sales LLP		**Doc No**	88776	181987
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad		**Doc Date**	31-05-2022	
		Quote No	nil	
GSTIN 36ACQFS2044C1Z7		**Quote Date**	31-05-2022	
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	7509 - Stationery - other - Calculator - NA - nos	5.00	158.00	0.00	18.00	932.20
2	7528 - Stationery - other - Fevistick - NA - nos	6.00	20.00	0.00	12.00	134.40
3	7578 - Stationery - other - Ring Binder - other - nos *blue*	3.00	187.00	0.00	18.00	661.98
					Total Order Value . . .	**1,728.58**

Rupees : One Thousand Seven Hundred Twenty Eight and Paise Fifty 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 order for site office purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	.

For ***Modi Realty Pocharam LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Modi Realty Pocharam LLP	Date:	31-05-2022
Site & Phase :	Niligiri Heights	Time:	11:32
Supplier:	SSLLP	Req. No.	181987
0Material required before date:	Urgent	ID No.	76870

No	Description	Size	Quantity	Units	Inward No	Date
1	**Flat files (nilgiri heights)**	**Std**	100	No's		
2	Calculator 158/-	Std 88776	05	No's		
3	Fevi sticks 20/-	Std	06	No's		
4	Ring binder (circular files)-blue 187	Std	03	No's		
5						
6						
7						
8						
9						
10						

Remarks: for site office

Prepared By	S.Sharvani	Approved by	
Sign.& Date	31.05.22	Sign. & Date	

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

APPROVED
31 MAY 2022
P. PRABHAKAR
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.	20449
Modi Realty Pocharam LLP	DC Date	03-06-2022
Nilgiri Heights, Pocharam, 500088	PO No.	88776
	PO Date	31-05-2022
	Req ID	76870
GSTIN : 36ABIFM1836H1Z7	Req Date	31-05-2022
	Loc Req No	181987

	Description of Goods	HSN/SAC	Qty
1	7509 - Stationery - other - Calculator - NA - nos		5
2	7528 - Stationery - other - Fevistick - NA - nos	9608	6
3	7578 - Stationery - other - Ring Binder - other - nos		3
4			
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INWARD	
Inward No: 1338	Dt: 4/06/22
MRN No: 108125	Dt: 6/6/22
Received By: Bhole	Sign:
NILGIRI HEIGHTS	

SUMMIT SALES LLP R.R. DIST.
INWARD No: 80386 Date: 7/6/22 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction