PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	11/6/22	Prepared by	Deepa	Serial no.	1115
Supplier name	Summit Sales LLP			HO inward no.	—
Firm/Company	MRM LLP	Project	AGH	HO received date	
PO/WO date	1/6/22	PO/WO No.	88791	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23919	1/6/22	3,363.06	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,363.06
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	108001	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:	3,363.06
Amount E – PO / WO value:	3,363.06
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	20/6/22
Remarks:	final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:					
Date	11/6/22				
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.

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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 Reality (Miryalguda) LLP		Invoice No.	23919
SY NO. 786, AVR Gulmohar Homes, Miryalguda, Nalgonda District, Telangana-508207		Invoice Date.	01-06-2022
		PO No.	88791
		PO Date.	01-06-2022
		Req ID	76894
GSTIN : 36ABCFM6774G2ZZ	PAN ABCFM6774G	Req Date	01-05-2022
		Loc Req No	165668

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	12	231.00	2,772.00	12	332.64
2	7560 - Stationery - other - Pen - NA - nos	9608	30	3.50	105.00	18	18.90
3	7505 - Stationery - other - Binder Clips - other -	8305	2	42.00	84.00	18	15.12
4	7594 - Stationery - other - Stapler pin - other - boxes	7415	5	6.00	30.00	18	5.40
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15							

IGST	CGST	SGST	Total Taxable Amount	2,991.00		372.06
	186.03	186.03	Total Invoice Amount	3,363.06		

Rupees : Three Thousand Three Hundred Sixty Three and Paise Six Only.

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP
R.R. DIST.
IN WARD
No: 93053
Date: 1/6/22
Sign:

Subject to Hyderabad Jurisdiction

Purchase Order

 01-06-2022 11:55:22 Origin

88791
20.05.22 3:37:22

From Company : **Modi Realty (Miryalguda) LLP**
5-4-187/3&4,II nd Floor, M.G.Road, Secunderabad-500 003.
G S T No. : 36ABCFM6774G2ZZ

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	88791	165668
Doc Date	01-06-2022	
Quote No	nil	
Quote Date	31-05-2022	
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	12.00	231.00	0.00	12.00	3,104.64
2	7560 - Stationery - other - Pen - NA - nos	30.00	3.50	0.00	18.00	123.90
3	7505 - Stationery - other - Binder Clips - other - boxes	2.00	42.00	0.00	18.00	99.12
4	7594 - Stationery - other - Stapler pin - other - boxes	5.00	6.00	0.00	18.00	35.40
					Total Order Value . . .	**3,363.06**

Rupees : Three Thousand Three Hundred Sixty Three and Paise Six 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	AVR Gulmohar Homes Sy no-786, Miryalguda, Nalgonda Dist. Phone. 9550139944
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	

Accepted the above Terms And Conditions
For ***Summit Sales LLP***

Date : __/__/____

For ***Modi Realty (Miryalguda) LLP***
Authorised Signatory
03/06/2022

Name :

Name :

Requisition Form

Company Name:	Modi Realty Miryalguda LLP	Date:	31-05-2022
Site & Phase:	AVR Gulmohar Homes	Time:	17.00
Supplier:		Req. No.	165668
		ID No.	76894

No	Description	Size	Quantity	Units	Inward No	Date
1	A4 paper	A4	12	bundle		
2	Pens (blue)	std	30	No's		
3	Binder clips	std	02	boxes		
4	Staples pins	std	05	boxes		

PO: 88791

APPROVED
03 JUN 2022
MANISH PAREKH

Remarks: Above materials is for office use purpose.

Prepared By	Zakir	Approved by	
Sign & Date	31-05-2022	Sign. & Date	

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.	20417
Modi Reality (Miryalguda) LLP	DC Date.	01-06-2022
SY NO. 786, AVR Gulmohar Homes, Miryalguda, Nalgonda District, Telangana-508207	PO No.	88791
	PO Date.	01-06-2022
	Req ID	76894
	Req Date	01-05-2022
GSTIN : 36ABCFM6774G2ZZ	Loc Req No	165668

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	12
2	7560 - Stationery - other - Pen - NA - nos	9608	30
3	7505 - Stationery - other - Binder Clips - other - boxes	8305	2
4	7594 - Stationery - other - Stapler pin - other - boxes	7415	5
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INWARD
Inward No: 15343 Dt: 01/06/22
MRN No: 108001 Dt: 02/06/22
Received By: security Sign
Modi Re[illegible]

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
INWARD
No: 80550
Date: 13/6/22
Sign:
R.R. DIST.