PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:	30/6/22	Prepared by	Kavitha	Serial no.	5605
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	MRGV	Project	MRGV	HO received date	
PO/WO date	4/6/22	PO/WO No.	88912	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	24063	8/6/22	41584/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	41584/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 108297	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:	41584/-
Amount E – PO / WO value:	41584/-
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	11/7/22
Remarks: – Final Bill –	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Kavitha	Balaji			
Sign:	30/6/22	[signature]			
Date		30 JUN 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

SR. MANAGER PURCHASE

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

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 Realty Genome Valley LLP	Invoice No.	24063
Sy no. 31 & 32, murharipally, Genome Valley, Hyderabad	Invoice Date.	08-06-2022
	PO No.	88912
	PO Date.	04-06-2022
	Req ID	76998
	Req Date	03-06-2022
GSTIN : 36ABFFM3063P1ZU PAN ABFFM3063P	Loc Req No	95148

	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	7573 - Stationery - other - Punch - other - nos mission		2	157.00	314.00	18	56.52
3	7505 - Stationery - other - Binder Clips - other - small	8305	10	42.00	420.00	18	75.60
4	7560 - Stationery - other - Pen - NA - nos blue	9608	20	3.50	70.00	18	12.60
5	7552 - Stationery - other - Note pads - other - nos		10	45.00	450.00	18	81.00
6							
7							
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11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	4,026.00	558.36
	279.18	279.18	Total Invoice Amount	4,584.36	

Rupees : Four Thousand Five Hundred Eighty Four and Paise Thirty Six Only.

SUMMIT SALES LLP R.R. DIST. INWARD No: 95374 Date: 8/6/22 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 06-06-2022 11:10:49

88912
20.05.22 3:37:23

From Company : **Modi Realty Genome Valley LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ABFFM3063P1ZU

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	88912	95148
	Doc Date	04-06-2022	
GSTIN 36ACQFS2044C1Z7	**Quote No**	NIL	
	Quote Date	03-06-2022	
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	7555 - Stationery - other - Paper - A4 - bundles	12.00	231.00	0.00	12.00	3,104.64
2	7573 - Stationery - other - Punch - other - nos *mission*	2.00	157.00	0.00	18.00	370.52
3	7505 - Stationery - other - Binder Clips - other - boxes *small*	10.00	42.00	0.00	18.00	495.60
4	7560 - Stationery - other - Pen - NA - nos *blue*	20.00	3.50	0.00	18.00	82.60
5	7552 - Stationery - other - Note pads - other - nos	10.00	45.00	0.00	18.00	531.00
					Total Order Value . . .	**4,584.36**

Rupees : Four Thousand Five Hundred Eighty Four and Paise Thirty Six 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	Bloomdale Residency at Genome Valley Murharipalli,servey no-31& 32 Phone. Madhu Site Engineer - 9502211499
Penality For Delay	Nil
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 BRGV site office purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	.

For ***Modi Realty Genome Valley LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	MRGV	Date:	03.06.2022
Site & Phase :	BRGV	Time:	1:00PM
Supplier		Req. No.	95148
Material required before date:	06.06.2022	ID No.	76998

No	Description	Size	Quantity	Units	Inward No	Date
1	A4 papers		12	Bundels		
2	Hole punch		02	No's		
3	Binder clips	Small	10	Boxes		
4	Blue pens		20	No's		
5	Note pads		10	No's		
6						
7						
9						

88912

Remarks: Towards BRGV site office purpose			
Prepared By	Pushpalatha	Approved by	
Sign.& Date	03.06.2022	Sign. & Date	03.06.2022

APPROVED
07 JUN 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 Realty Genome Valley LLP	DC No	20542
Sy no. 31 & 32, murharipally, Genome Valley, Hyderabad	DC Date	08-06-2022
	PO No.	88912
	PO Date.	04-06-2022
	Req ID	76998
	Req Date	03-06-2022
GSTIN : 36ABFFM3063P1ZU	Loc Req No	95148

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	12
2	7573 - Stationery - other - Punch - other - nos		2
3	7505 - Stationery - other - Binder Clips - other - boxes	8305	10
4	7560 - Stationery - other - Pen - NA - nos	9608	20
5	7552 - Stationery - other - Note pads - other - nos		10
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

INWARD
Inward No: 1871 Dt: 09/06/22
MRN No: 108297 Dt: 10/6/22
Received By: Sign:
MODI REALTY GENOME VALLEY LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 50507
Date: 10/6/22
Sign: