PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	8/7/22	Prepared by	Prabhakar	Serial no.	6038
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	MPPL	Project	MPL	HO received date	
PO/WO date	1/7	PO/WO No.	89595	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	24460	4/7	769.95	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	769.95
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	109171	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:	769.95
Amount E – PO / WO value:	769.95
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
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prabhakar			
Sign:		APPROVED			
Date		08 JUN 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

P. PRABHAKAR
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 Properties Private Limited,.	Invoice No.	24460
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	04-07-2022
	PO No.	89595
	PO Date.	01-07-2022
	Req ID	77562
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Req Date	28-06-2022
	Loc Req No	178624

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7544 - Stationery - other - Marker - NA - nos	9608	20	16.00	320.00	18	57.60
	Black-10 Red-10						
2	7584 - Stationery - other - Scribbling Pads - other -		10	15.00	150.00	18	27.00
3	7593 - Stationery - other - Stapler - other - nos	9608	5	36.50	182.50	18	32.84
	small						
4							
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13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	652.50	117.44
	58.72	58.72	Total Invoice Amount	769.95	

Rupees : Seven Hundred Sixty Nine and Paise Ninty Five Only.

SUMMIT SALES LLP IN WARD No: 96187 Date: 4/7/22 Sign: R.R. DIST

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory

01-07-2022 15:08:03

Purchase Order

89595
29.06.22 2:18:55

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	89595	178624
Doc Date	01-07-2022	
Quote No	Nil	
Quote Date	01-07-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7544 - Stationery - other - Marker - NA - nos *Black-10 Red-10*	20.00	16.00	0.00	18.00	377.60
2	7584 - Stationery - other - Scribbling Pads - other - nos	10.00	15.00	0.00	18.00	177.00
3	7593 - Stationery - other - Stapler - other - nos *small*	5.00	36.50	0.00	18.00	215.35
			Total Order Value . . .			**769.95**

Rupees : Seven Hundred Sixty Nine and Paise Ninty Five 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
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	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 : 07/07/22

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form							
Company Name:	Modiproperties Pvt Ltd						
Site & Phase :	Mayflower Platinum	Date:	28.06.2022				
Supplier:		Time:	13:12				
Material required before date:	01.07.2022	Req. No.	178624				
S No	Item	ID No.	77562				
		Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	STAT2767-Stationary-Permanent Marker ---Black-Nos	10	0	10			
2	STAT5876-Stationary-Permanent Marker ---Red-Nos 89595	10	0	10			
3	STAT5222-Stationary-Scribling Pads----Nos	10	0	10			
4	CONS7126-Consumables-Coffee Powder--Nescafe-1kg-Packets 89596	4	0	4			
5	STAT9087-Stationary-Stapler-SMALL----Nos	5	0	5			
6							
7							
8							
9							
10							
Remarks:							
	Engineer	Project Manager	Purchase		MD		
Prepared By:	R.Ashok						
Approved By:	K.Narender Reddy						
Sign & Date:	28.06.2022	28/6/2022					

APPROVED
2 7 JUN 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

APPROVED
2 8 JUN 2022
P. PRABHAKAR
Sr. 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

Modi Properties Private Limited.

Sy No. 82/1, Mallapur, Nacharam, Hyderabad

GSTIN 36AABCM4761F1ZM

DC No	20884
DC Date	04-07-2022
PO No	89595
PO Date	01-07-2022
Req ID	77562
Req Date	28-06-2022
Loc Req No	178624

	Description of Goods	HSN/SAC	Qty
1	7544 - Stationery - other - Marker - NA - nos	9608	20
2	7584 - Stationery - other - Scribbling Pads - other - nos		10
3	7593 - Stationery - other - Stapler - other - nos	9608	5
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INWARD
Inward No: 19912 Dt: 04/7/22
MRN No: 189121 Dt: 4/7/22
Received By: Sign:
MODI PROPERTIES PVT. LTD. Sy. No. 82/1

SUMMIT SALES LLP R.R. DIST.
INWARD No: 81163
Date: 8/7/22
Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction