

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 8/9/22		Prepared by: P. Ashpar		Serial no. 6040	
Supplier name: Summit Sales LLP				HO inward no.	
Firm/Company: MPP		Project: MPP		HO received date	
PO/WO date: 01/09/22		PO/WO No. 89597		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	24459	4/9/22	1718.51	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			1718.51
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.: 109174	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:			1718.51
Amount E – PO / WO value:			1718.51
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		11/9/22	
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		P. Ashpar			
Sign:					
Date		08 JUN 2022			
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.

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

1 of 1 :

Customer Details				Invoice No.		24459	
Modi Properties Private Limited, Sy No. 82/1, Mallapur, Nacharam, Hyderabad				Invoice Date.		04-07-2022	
				PO No.		89597	
				PO Date.		01-07-2022	
				Req ID		77563	
				Req Date		28-06-2022	
				Loc Req No		178623	
GSTIN : 36AABCM4761E1ZM				PAN AABCM4761E			
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7505 - Stationery - other - Binder Clips - other - 25mm & 32mm	8305	20	42.00	840.00	18	151.20
2	7512 - Stationery - other - CD Marker - NA - nos	9608	10	18.90	189.00	12	22.68
3	7592 - Stationery - other - stamp pad - NA - nos	9612	3	32.00	96.00	18	17.28
4	7594 - Stationery - other - Stapler pin - other - boxes small	7415	5	6.00	30.00	18	5.40
5	7594 - Stationery - other - Stapler pin - other - boxes Big	7415	3	19.50	58.50	18	10.52
6	7563 - Stationery - other - Pencil - NA - boxes	4421	3	42.00	126.00	12	15.12
7	7533 - Stationery - other - Highlighter - NA - nos	9608	2	20.00	40.00	12	4.80
8	7528 - Stationery - other - Fevistick - NA - nos	9608	5	20.00	100.00	12	12.00
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
119.50				119.50		119.50	
Total Taxable Amount				1,479.50		239.00	
Total Invoice Amount				1,718.51			
Rupees : One Thousand Seven Hundred Eighteen and Paise Fifty One Only.							

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order

Page(s) 1 Of 2

01-07-2022 15:08:03

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IIInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM



89597

29.06.22 2:18:55

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	89597	178623
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 7505 - Stationery - other - Binder Clips - other - boxes 25mm & 32mm	20.00	42.00	0.00	18.00	991.20
2 7512 - Stationery - other - CD Marker - NA - nos	10.00	18.90	0.00	12.00	211.68
3 7592 - Stationery - other - stamp pad - NA - nos	3.00	32.00	0.00	18.00	113.28
4 7594 - Stationery - other - Stapler pin - other - boxes small	5.00	6.00	0.00	18.00	35.40
5 7594 - Stationery - other - Stapler pin - other - boxes Big	3.00	19.50	0.00	18.00	69.03
6 7563 - Stationery - other - Pencil - NA - boxes	3.00	42.00	0.00	12.00	141.12
7 7533 - Stationery - other - Highlighter - NA - nos	2.00	20.00	0.00	12.00	44.80
8 7528 - Stationery - other - Fevistick - NA - nos	5.00	20.00	0.00	12.00	112.00
Total Order Value . . .					1,718.51

Rupees : One Thousand Seven Hundred Eighteen and Paise Fifty One 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

Penalty 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

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Purchase Order

Page(s) 2 Of 2

01-07-2022 15:08:03

Original / Office Copy / Purchase Div.Copy

Measurment	NA
Security	Nil
Remarks	.

For **Modi Properties Pvt.Ltd.**

Authorized Signatory

Name : _____

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : / /

Requisition Form							
Company Name:		Modiproperties Pvt Ltd		Date:	28.06.2022		
Site & Phase :		Mayflower Platinum		Time:	13:12		
Supplier:				Req. No.	178623		
Material required before date:		01.07.2022		ID No.	77563		
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	STAT7304-Stationary-Pen-Blue color-Cello Fine grip--Nos	20	0	20			
2	STAT9137-Stationary-pen-Red color-Cello Fine grip--Nos	10	0	10			
3	STAT8366-Stationary-Binder Clips ---15to25mm&32 mm-Nos	20	0	20			
4	STAT7726-Stationary-Stamp Pad----Nos	3	0	3			
5	STAT7883-Stationary-Stapler Pins-10----Boxes	5	0	5			
6	STAT8951-Stationary-Stapler Big-45----Nos	3	0	3			
7	STAT1112-Stationary-Pencil----Boxes	3	0	3			
8	STAT3692-Stationary-CD Marker----Nos	10	0	10			
9	STAT3400-Stationary-Highlighter----Nos	2	0	2			
10	STAT8323-Stationary-Fevistick----Nos	5	0	5			
Remarks:							
Engineer		Project Manager					
Prepared By: R.Ashok		MD					
Approved By: K.Narendar Reddy							
Sign & Date: 28.06.2022							



DELIVERY CHALLAN

Summit Sales LLP

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

Email: purchase@modiproperties.com

1 of 1 : 04-07-2022

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7**Customer Details**

Modi Properties Private Limited,

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

DC No.	20883
DC Date	04-07-2022
PO No.	89597
PO Date	01-07-2022
Req ID	77563
Req Date	28-06-2022
Loc Req No	178623

GSTIN : 36AABCM4761E1ZM

Description of Goods

HSN/SAC

Qty

- | | | | |
|----|--|------|----|
| 1 | 7505 - Stationery - other - Binder Clips - other - boxes | 8305 | 20 |
| 2 | 7512 - Stationery - other - CD Marker - NA - nos | 9608 | 10 |
| 3 | 7592 - Stationery - other - stamp pad - NA - nos | 9612 | 3 |
| 4 | 7594 - Stationery - other - Stapler pin - other - boxes | 7415 | 5 |
| 5 | 7594 - Stationery - other - Stapler pin - other - boxes | 7415 | 3 |
| 6 | 7563 - Stationery - other - Pencil - NA - boxes | 4421 | 3 |
| 7 | 7533 - Stationery - other - Highlighter - NA - nos | 9608 | 2 |
| 8 | 7528 - Stationery - other - Fevistick - NA - nos | 9608 | 5 |
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INWARD	
Inward No: 19911	Date: 04/07/22
MRN No: 109124	Date: 04/07/22
Received by: [Signature]	Sign: [Signature]
MODI PROPERTIES PVT. LTD. SECUNDERABAD	



for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction