PURCHASE DIVISION
Advice for approval for credit to supplier

P

Date:	22/7/22	Prepared by	Manoj	Serial no.	
Supplier name	SSLLP			HO inward no.	6498
Firm/Company	MIRPLLP	Project	NGH	HO received date	
PO/WO date	14/7/22	PO/WO No.	90021	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	24754	19/7/22	2,619/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,619/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 109764	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:	2,619/-
Amount E – PO / WO value:	3,297.98/-
Amount F – Difference (A – E):	678.5/-
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	1/8/22
Remarks: part Bill	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manoj				
Sign:	Manoj				
Date	22/7/22				
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.

ORIGINAL INVOICE

TAX 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		
Modi Realty Pocharam LLP	Invoice No.	24754
Nilgiri Heights, Pocharam, 500088	Invoice Date.	19-07-2022
	PO No.	90021
	PO Date.	14-07-2022
	Req ID	77975
	Req Date	12-07-2022
GSTIN : 36ABIFM1836H1Z7 PAN AB1FM1836H	Loc Req No	182039

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7584 - Stationery - other - Scribbling Pads - other -		12	15.00	180.00	18	32.40
2	7560 - Stationery - other - Pen - NA - nos Blue	9608	12	3.50	42.00	18	7.56
3	7544 - Stationery - other - Marker - NA - nos Red-12 Black-12	9608	24	16.00	384.00	18	69.12
4	7594 - Stationery - other - Stapler pin - other - boxes small	7415	20	6.00	120.00	18	21.60
5	7507 - Stationery - other - Box file - Big - nos		6	44.00	264.00	18	47.52
6	7508 - Stationery - other - Box file - small - nos		6	36.00	216.00	18	38.88
7	7533 - Stationery - other - Highlighter - NA - nos	9608	6	20.00	120.00	12	14.40
8	4057 - Consumables - Sponges - NA - nos	3921	100	9.00	900.00	18	162.00
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	2,226.00		393.48
	196.74	196.74	Total Invoice Amount	2,619.48		

Rupees : Two Thousand Six Hundred Ninteen and Paise Fourty Eight Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 78820
Date: 20/7
Sign:

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

1 of 1 19-07-2022

Customer Details		
Modi Realty Pocharam LLP	DC No	21136
Nilgiri Heights, Pocharam, 500088	DC Date	19-07-2022
	PO No	90021
	PO Date	14-07-2022
	Req ID	77975
GSTIN : 36ABIFM1836H1Z7	Req Date	12-07-2022
	Loc Req No	182039

	Description of Goods	HSN/SAC	Qty
1	7584 - Stationery - other - Scribbling Pads - other - nos		12
2	7560 - Stationery - other - Pen - NA - nos	9608	12
3	7544 - Stationery - other - Marker - NA - nos	9608	24
4	7594 - Stationery - other - Stapler pin - other - boxes	7415	20
5	7507 - Stationery - other - Box file - Big - nos		6
6	7508 - Stationery - other - Box file - small - nos		6
7	7533 - Stationery - other - Highlighter - NA - nos	9608	6
8	4057 - Consumables - Sponges - NA - nos	3921	100
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

INWARD
Inward No: 11508 Dt: 19/07/22
MRN No: 109764 Dt: [illegible]/07/22
Received By: Signature
NILGIRI HEIGHTS

for Summit Sales LLP

Authorised Signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 81436
Date: 22/7
Sign:

Purchase Order

 14-07-2022 15:27:29

v.Copy

90021
14.07.22 12:47:25

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

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	90021	182039
Doc Date	14-07-2022	
Quote No	Nil	
Quote Date	14-07-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7584 - Stationery - other - Scribbling Pads - other - nos	12.00	15.00	0.00	18.00	212.40
2 7560 - Stationery - other - Pen - NA - nos *Blue*	12.00	3.50	0.00	18.00	49.56
3 7544 - Stationery - other - Marker - NA - nos *Red-12 Black-12*	24.00	16.00	0.00	18.00	453.12
4 7594 - Stationery - other - Stapler pin - other - boxes *small*	20.00	6.00	0.00	18.00	141.60
5 7507 - Stationery - other - Box file - Big - nos	6.00	44.00	0.00	18.00	311.52
6 7508 - Stationery - other - Box file - small - nos	6.00	36.00	0.00	18.00	254.88
7 7533 - Stationery - other - Highlighter - NA - nos	6.00	20.00	0.00	12.00	134.40
8 2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	5.00	115.00	0.00	18.00	678.50
9 4057 - Consumables - Sponges - NA - nos	100.00	9.00	0.00	18.00	1,062.00

Total Order Value . . . **3,297.98**

Rupees : Three Thousand Two Hundred Ninty Seven and Paise Ninty 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

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	24754	19/7/22	2,619/-
2.			
3.			
4.			
5.			

For *Modi Realty Pocharam LLP*
Authorised Signatory

14/07/22

Name : ______

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

Name : ______

Date : __/__/____

Requisition Form

Company Name: MRPLLP

Site & Phase : NGH

Supplier:

Material required before: Urgent

Date: 12-07-2022

Time:

Req. No. 182039

ID No. 77975

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	STAT5222-Stationary-Scribling Pads----Nos	12	0	12		
2	STAT7304-Stationary-Pen-Blue color-Cello Fine grip--Nos	12	0	12		
3	STAT2767-Stationary-Permanent Marker ---Black-Nos	12	0	12		
4	STAT5876-Stationary-Permanent Marker ---Red-Nos	12	0	12		
5	STAT7883-Stationary-Stapler Pins-10----Boxes	20	0	20		
6	STAT6002-Stationary-Box File Big----Nos	6	0	6		
7	STAT6823-Stationary-Box File Small----Nos	6	0	6		
8	STAT3400-Stationary-Highlighter----Nos	6	0	6		
9	TOOL7320-Tools-Mesurment Tapes-Steel-Freemans- 5m-Nos	5	0	5		
10	GENE3689-General Items-Sponges---12pack-Nos	24	0	24		

90021

Remarks:

	Engineer	Project Manager	Purchase	MD
Prepared By:	Swetha	Vijay raj.G		
Approved By:				
Sign & Date:				

APPROVED
3 AUG 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE