

PURCHASE DIVISION
Advice for approval for credit to supplier



Date: 8/8/22		Prepared by: [Signature]		Serial no. 6983	
Supplier name: [Signature]				HO inward no.	
Firm/Company: MPP		Project: MPP		HO received date	
PO/WO date: 2/8/22		PO/WO No. 90626		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	25056	5/8/22	7,434/-	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				7,434/-	
Proof of delivery by way of: <input checked="" type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report					
MRN nos.: 110344		Proof of delivery matches MRN		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Amount B – Other Credits : Transportation charges				-	
Amount C – Other Debits :				-	
Amount D (D=A+B-C) – Amount to be credited to the supplier:				7,434/-	
Amount E – PO / WO value:				22,639/-	
Amount F – Difference (A – E):				15,205/-	
Quantity received as per PO /WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received			
Close PO / WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other			
Payment – due date		8/8/22			
Remarks: Final Bill					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:					
Sign:					
Date					
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 weightment 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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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

1 of 1 :

Customer Details				Invoice No.	25056		
Modi Properties Private Limited, Sy No. 82/1, Mallapur, Nacharam, Hyderabad GSTIN : 36AABCM4761E1ZM PAN AABCM4761E				Invoice Date.	05-08-2022		
				PO No.	90626		
				PO Date.	02-08-2022		
				Req ID	78543		
				Req Date	01-08-2022		
				Loc Req No	178686		
Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt	
1 474600 - CHEM-Chemical - Araldite-- - 450gms -	39174000	10	630.00	6,300.00	18	1,134.00	
2							
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12							
13							
14							
15							
IGST	CGST	SGST	Total Taxable Amount	6,300.00		1,134.00	
	567.00	567.00	Total Invoice Amount	7,434.00			

Rupees : Seven Thousand Four Hundred Thirty Four Only.

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

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Purchase Order

Page(s) 1 Of 2

02-08-2022 14:37:30



90626

29.07.22 12:09:34

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

Doc No 90626 178686
Doc Date 02-08-2022
Quote No Nil
Quote Date 02-08-2022
SupplyType Supply

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 368900 - GENE-General Items - Sponges-- - 12pack - Nos	240.00	9.00	0.00	18.00	2,548.80
2 411900 - CHEM-Chemical - Tile grout cement based-White-MYK - 1Kg - Kgs	20.00	50.40	0.00	18.00	1,189.44
3 625100 - CHEM-Chemical - Tile grout cement based-Silk-MYK - 1Kg - Kgs	20.00	50.40	0.00	18.00	1,189.44
4 515300 - CHEM-Chemical - Jantha Paste-Epoxy--Bharat Polymers - 400gms - Nos	20.00	84.00	0.00	18.00	1,982.40
5 660200 - CHEM-Chemical - Tiles Adhesive--Roff - 25Kgs - Bag	10.00	703.00	0.00	18.00	8,295.40
6 474600 - CHEM-Chemical - Araldite-- - 450gms - Nos	10.00	630.00	0.00	18.00	7,434.00
Total Order Value . . .					22,639.48

Rupees : Twenty Two Thousand Six Hundred Thirty Nine and Paise Fourty 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 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 use purpose.
Completion Date NA
Measurement NA
Security Nil
Remarks Original invoice + copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice

PART DELIVERY DETAILS			
S.no.	Bill no.	Bill Dt.	Amount
1.	25016	3/8/22	15,205.48
2.	25056	5/8/22	7,434.00
3.			
4.			
5.			

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ___/___/___

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Purchase Order

Page(s) 2 Of 2

02-08-2022 14:37:30

Original / Office Copy / Purchase Div.Copy

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 : _____

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : ___/___/___





