PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	26/8/22	Prepared by	Sneha	Serial no.	7650
Supplier name	Summit Sales Up			HO inward no.	
Firm/Company	NGH	Project	NGH	HO received date	
PO/WO date	23/8/22	PO/WO No.	91226	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	25400	25/8/22	2,626.68/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,626.68/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 111107 — 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:	2,626.68/-
Amount E – PO / WO value:	2,626.28/-
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	29/8/22
Remarks:	— final bill —

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Sneha	Veeru			
Sign:	[signature]				
Date	26/8/22	APPROVED 29 AUG 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

P. VENKATESHWARLU
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

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

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		Invoice No.	25400
Modi Realty Pocharam LLP		Invoice Date.	25-08-2022
Nilgiri Heights, Pocharam, 500088		PO No.	91226
		PO Date.	23-08-2022
		Req ID	79041
GSTIN : 36ABIFM1836H1Z7	PAN AB1FM1836H	Req Date	20-08-2022
		Loc Req No	182117

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	471700 - CONS-Consumables - Acid-- - 1Ltr - Nos	281119	12	21.00	252.00	18	45.36
2	105600 - CONS-Consumables - Mopping stick		6	126.00	756.00	18	136.08
3	619600 - CONS-Consumables - Cobweb broom	96031000	6	115.00	690.00	18	124.20
4	722700 - CONS-Consumables - Air Freshner-- - - -	96161010	6	88.00	528.00	18	95.04
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IGST	CGST	SGST	Total Taxable Amount	2,226.00	400.68
	200.34	200.34	Total Invoice Amount	2,626.68	

Rupees : Two Thousand Six Hundred Twenty Six and Paise Sixty Eight Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 98368 Date: 25/8/22 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 23-08-2022 4:50:06 PM

91226
17.08.22 12:59:50

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

Supplier Details			
Summit Sales LLP	**Doc No**	91226	182117
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	23-08-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	20-08-2022	
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	471700 - CONS-Consumables - Acid-- - 1Ltr - Nos	12.00	21.00	0.00	18.00	297.36
2	105600 - CONS-Consumables - Mopping stick holder-- - - - Nos	6.00	126.00	0.00	18.00	892.08
3	619600 - CONS-Consumables - Cobweb broom stick-- - - - Nos	6.00	115.00	0.00	18.00	814.20
4	722700 - CONS-Consumables - Air Freshner-- - - - Nos	6.00	88.00	0.00	18.00	623.04
					Total Order Value . . .	**2,626.68**

Rupees : Two Thousand Six Hundred Twenty Six and Paise Sixty Eight Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next 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
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for site office cleaning work purpose
Completion Date	Nil
Measurment	Nil
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 deli vary /DC can be sent by email.

For ***Modi Realty Pocharam LLP***

Authorised Signatory

Name : Venu nile

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______

Date : __/__/____

Requisition Form						
Company Name:	MRPLLP	Date:	20.08.22			
Site & Phase :	NGH	Time:	15:50			
Flat/Block no.						
Supplier:	Urgent	Req. No.	182117			
Material required before date:		ID No.	79041			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS4717-Consumables-Acid---1Ltr-Nos	12	0	12		
2	CONS1056-Consumables-Mopping stick holder----Nos	6	0	6		
3	CONS6196-Consumables-Cobweb broom stick----Nos	6	0	6		
4	CONS7227-Consumables-Air Freshner----Nos	6	0	6		
5						
6	91226					
7						
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10						
Remarks:						
	Engineer	Project Manager		Purchase		MD
Prepared By:	B.Swetha	Vijay Raj				
Approved By:						
Sign & Date:	20.08.22					

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 Pocharam LLP	DC No.	21684
Nilgiri Heights, Pocharam, 500088	DC Date.	25-08-2022
	PO No.	91226
	PO Date.	23-08-2022
	Req ID	79041
GSTIN : 36ABIFM1836H1Z7	Req Date	20-08-2022
	Loc Req No	182117

	Description of Goods	HSN/SAC	Qty
1	471700 - CONS-Consumables - Acid-- - 1Ltr - Nos	281119	12
2	105600 - CONS-Consumables - Mopping stick holder-- - - - Nos		6
3	619600 - CONS-Consumables - Cobweb broom stick-- - - - Nos	96031000	6
4	722700 - CONS-Consumables - Air Freshner-- - - - Nos	96161010	6
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Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 11661	Dt: 25/8/22
MRN No: 111107	Dt:
Received By: Bishnu	Sign:
NILGIRI HEIGHTS	

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 82301
Date: 27/8/22
Sign: