PURCHASE DIVISION
Advice for approval for credit to supplier

①

Date:	15/9/22	Prepared by	Kavitha	Serial no.	8396
Supplier name	Summit Sales UP			HO inward no.	
Firm/Company	MPPL	Project	HO	HO received date	
PO/WO date	19/8/22	PO/WO No.	91125	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	25391	25/8/22	16,276/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: Inward no - 427	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:	16,276/-
Amount E – PO / WO value:	16,276/-
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	19/9/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Kavitha				
Sign:	15/9/22				
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 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 Pvt. Ltd.	Invoice No.	25391
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	Invoice Date.	25-08-2022
	PO No.	91125
	PO Date.	19-08-2022
	Req ID	78983
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Req Date	18-08-2022
	Loc Req No	203084

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	605800 - COMP-Peripherals - Ink Tank	84433910	1	13792.80	13,792.80	18	2,482.70
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	13,792.80	2,482.70
	1,241.35	1,241.35	Total Invoice Amount	16,275.50	

Rupees : Sixteen Thousand Two Hundred Seventy Five and Paise Fifty Only.

SUMMIT SALES LLP IN WARD No: 98291 Date: 25/8/24 Sign: R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 19-08-2022 13:05:42

91125
17.08.22 12:41:54

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	**Doc No**	91125	203084
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	19-08-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	19-08-2022	
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	605800 - COMP-Peripherals - Ink Tank Printer--Epson-M205 - - - Nos	1.00	13,792.80	0.00	18.00	16,275.50
					Total Order Value . . .	**16,275.50**

Rupees : Sixteen Thousand Two Hundred Seventy Five and Paise Fifty Only.

Terms and Conditions :-

Specification /	All items shall be of Epson-M-205 brand
Payment Terms	After delivery and production of bill
Tax	GST included in the above prices
Delivery Date	With in a day
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penality For Delay	Nil
Transportation	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, above order for Kusum Accountant 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 delivery/DC can be sent by email.'

Manor

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : Vasanth 24/8

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	Modi Properties Pvt Ltd	Date:	2022-08-18			
Site & Phase :	HO	Time:				
Flat/Block no.						
Supplier:		Req. No.	203084			
Material required before date:		ID No.	78983			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	COMP6058-Peripherals-Ink Tank Printer--Epson-M205--Nos 91125					
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	This is for kusum Accountant					
	Engineer	Project Manager	Veeru Purchase APPROVED 29 AUG 2022 P. VENKATESHWARLU MANAGER PURCHASE			MD
Prepared By:	suneel					
Approved By:						
Sign & Date:						

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	DC No.	21678
Modi Properties Pvt. Ltd.	DC Date.	25-08-2022
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	91125
	PO Date.	19-08-2022
	Req ID	78983
	Req Date	18-08-2022
GSTIN : 36AABCM4761E1ZM	Loc Req No	203084

	Description of Goods	HSN/SAC	Qty
1	605800 - COMP-Peripherals - Ink Tank Printer--Epson-M205 - - - Nos	84433910	1
2			
3			
4			
5			
6			
7			
8			
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: 427 Dt: 2/9/22
MRN No: Dt:
Received By: Samarth Sign:
MODI PROPERTIES

SUMMIT SALES LLP R.R. DIST.
INWARD No: 82555 Date: 8/9/22

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction