PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	16/9/22	Prepared by	Sneha	Serial no.	**8450**
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	modi Reality mallapur LLP	Project	GMR	HO received date	
PO/WO date	9/6/22	PO/WO No.	89087	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	24369	28/6/22	2,575.35/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No
5.				

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,575.35/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	109055	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:	2,575.35/-
Amount E – PO / WO value:	7,950.73
Amount F – Difference (A – E):	5,375.38/-
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	26/9/22
Remarks:	find bill –

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Sneha				
Sign:	[signature]				
Date	16/9/22				
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.

TAX INVOICE

Summit Sales LLP

(B)

#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		Invoice No.	24369
Modi Reality Mallapur LLP		Invoice Date.	28-06-2022
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076		PO No.	89087
		PO Date.	09-06-2022
		Req ID	77053
GSTIN : 36AAEFM1459R1ZP	PAN AAEFM1459R	Req Date	06-06-2022
		Loc Req No	193294

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4066 - Consumables - Water bottle - NA - nos		12	55.00	660.00	18	118.80
	1liter						
2	3516 - Computers and Peripherals - Mouse - NA -	84716060	5	304.50	1,522.50	18	274.04
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

SUMMIT SALES LLP INWARD No: 96012 Date: 28/6/22 Sign: R.R. DIST.

IGST	CGST	SGST				
			Total Taxable Amount	2,182.50		392.84
	196.42	196.42	Total Invoice Amount		2,575.35	

Rupees : Two Thousand Five Hundred Seventy Five and Paise Thirty Five Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

10-06-2022 12:13:48

89087
07.06.22 12:13:53

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad
G.S.T No. : 36AAEFM1459R1ZP

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	89087	193294
Doc Date	09-06-2022	
Quote No	nil	
Quote Date	06-06-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7555 - Stationery - other - Paper - A4 - bundles	10.00	231.00	0.00	12.00	2,587.20
2 7560 - Stationery - other - Pen - NA - nos *blue*	20.00	3.50	0.00	18.00	82.60
3 7563 - Stationery - other - Pencil - NA - boxes	1.00	42.00	0.00	12.00	47.04
4 4066 - Consumables - Water bottle - NA - nos *filter*	12.00	55.00	0.00	18.00	778.80
5 4108 - Consumables - Water Bottle - NA - Nos	6.00	193.00	0.00	18.00	1,366.44
6 7544 - Stationery - other - Marker - NA - nos *black*	10.00	16.00	0.00	18.00	188.80
7 7584 - Stationery - other - Scribbling Pads - other - nos	10.00	15.00	0.00	18.00	177.00
8 2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	6.00	115.00	0.00	18.00	814.20
9 7560 - Stationery - other - Pen - NA - nos *black*	10.00	3.50	0.00	18.00	41.30
10 3516 - Computers and Peripherals - Mouse - NA - nos	5.00	304.50	0.00	18.00	1,796.55
11 7594 - Stationery - other - Stapler pin - other - boxes *small*	10.00	6.00	0.00	18.00	70.80

Total Order Value . . . **7,950.73**

Rupees : Seven Thousand Nine Hundred Fifty and Paise Seventy Three Only.

Terms and Conditions :-

Specification : As per details given in the quotation

Payment Terms : After Delivery & Production of bill

Tax : Taxes included in above price

Delivery Date : Next Working Day

Delivery Location : Gulmohar Residency
~~Survey No 19, Mallapur, Hyderabad, NExt to NFC Railway~~ Over Bridge

Phone : Contact Security ___ Admin 9502211011

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	24499	06-09-22	455.48
2.	24369	28/06/22	2573.35
3.	24107	11/06/22	4,919 /-
4.			
5.			

Penality For Delay : Nil

For *Modi Reality Mallapur LLP*

Authorised Signatory

Books of accounts verified and no bills wrt this PO were received by accounts
Name: Rajyalakshmi
Sign:
Date: 1/9/22

Books of accounts verified and no bills wrt this PO were received by accounts
Name: D. Naresh
Sign:
Date: 16/9/22

Accepted the above Terms and Conditions

For *Summit Sales LLP*

Purchase Order

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 and sales office purpose at GMR site
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For ***Modi Reality Mallapur LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Requisition Form

Company Name	MODI REALTY MALLAPUR LLP	Date	06.06.22
Site & Phase	GULMOHAR RESIDENCY	Time	12.00
Supplier		Req. No.	193294
Material required before date	08.06.22	ID No	77053

No	Description	Size	Quantity	Units	Inward No	Date
1	A4 sheets	std	10	Bundles		
2	Blue pens	std	30	No's		
3	pencils	std	10	No's		
4	Water bottles	1 ltr	12	No's		
5	Water bottles	20 ltrs	6	No's		
6	Marker (balck)	std	10	No's		
7	Scribling pads	std	10	No's		
8	Measuring tapes	std	6	No's		
9	Back pens	std	10	No's		
10	lap top mouse	std	05	No's		
11	Stapler pins (small)	std	10	boxes		

8105

Remarks: For site and sales office Purpose at GMR Site.

Prepared By	A.Janaki	Approved by	Ram prasad
Sign & Date	06.06.22	Sign. & Date	24.02.22

Note

APPROVED BY
06 JUN 2022

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.	20804
Modi Reality Mallapur LLP	DC Date.	28-06-2022
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076	PO No.	89087
	PO Date.	09-06-2022
	Req ID	77053
	Req Date	06-06-2022
GSTIN : 36AAEFM1459R1ZP	Loc Req No	193294

	Description of Goods	HSN/SAC	Qty
1	4066 - Consumables - Water bottle - NA - nos		12
2	3516 - Computers and Peripherals - Mouse - NA - nos	84716060	5
26			
27	Inward No 8682 28/06/22		
28	MRN No 109055 30/06/22		
29			
30	Received By Juna Sign... 28/06/22		

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP IN WARD No: 82798 Date: 1/6/9 Sign: R.R. DIST.

for Summit Sales LLP

Authorised signatory