PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/10/22	Prepared by	Venkatesh	Serial no.	**9242**
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	NE	Project	NE	HO received date	
PO/WO date	07/10/22	PO/WO No.	92609	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	26277	08/10/22	2916.96	☑ Yes □ No
2.			–	□ Yes □ No
3.			–	□ Yes □ No
4.			–	□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2916.96
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	112582	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:	2916.96
Amount E – PO / WO value:	2916.96
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	17/10/2022
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Venkatesh			
Sign:		APPROVED			
Date		10 OCT 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

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		
Nilgiri Estates	Invoice No.	26277
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	Invoice Date.	08-10-2022
	PO No.	92609
	PO Date.	07-10-2022
	Req ID	80332
GSTIN : 36AAHFN0766F1ZA PAN AAHFN0766F	Req Date	06-10-2022
	Loc Req No	175535

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	488900 - WIND-Windows - Al-Ventilator top hung--	76101000	2	1236.00	2,472.00	18	444.96
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	2,472.00		444.96
	222.48	222.48	Total Invoice Amount	2,916.96		

Rupees : Two Thousand Nine Hundred Sixteen and Paise Ninty Six Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP * R.R. DIST. *
INWARD
No. 10004 7
Date 8/10/22
Sign.

Purchase Order

 07-10-2022 14:10:47

92609
03.10.22 5:34:56

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details			
Summit Sales LLP	**Doc No**	92609	175535
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	07-10-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	07-10-2022	
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	488900 - WIND-Windows - Al-Ventilator top hung-- - 600WX600Hmm - Nos	2.00	1,236.00	0.00	18.00	2,916.96
					Total Order Value . . .	**2,916.96**

Rupees : Two Thousand Nine Hundred Sixteen and Paise Ninty Six Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	On delivery of material
Tax	Inclusive of all taxes
Delivery Date	Next Working Day.
Delivery Location	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. 9030931172
Penality For Delay	Nil
Transportation Cost	Extra.
Warranty	Nil
Advance Paid	NA
Other Terms	We reserve the right to reject items not conforming to quality and specifications. For Villa No.11 & 120 Windows replacement Purpose
Completion Date	NA
Measurment	NA
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.

For ***Nilgiri Estates***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	NE	Date:	06.10.22			
Site & Phase :	NE	Time:	11:20			
Unit No./Block No.						
Supplier:		Req. No.	175535			
Material required before date:	08.10.22	ID No.	80332			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	WIND4889-Windows-Al-Ventilator top hung---600WX600HMM-Nos 92609	2		2		
2				0		
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	for villa no 11 & 120 windows replacing purpse .					
	Engineer	Project Manager		Purchase		MD
Prepared By:	A.Sravani					
Approved By:	Vijay Raj					
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		
Nilgiri Estates	DC No.	22385
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	DC Date	08-10-2022
	PO No	92609
	PO Date	07-10-2022
	Req ID	80332
	Req Date	06-10-2022
GSTIN : 36AAHFN0766F1ZA	Loc Req No	175535

	Description of Goods	HSN/SAC	Qty
1	488900 - WIND-Windows - Al-Ventilator top hung-- - 600WX600Hmm - Nos	76101000	2 ✓
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			

SUMMIT SALES LLP R.R. DIST.
INWARD
No: 83396
Date: 10/10/22
Sign:

For Summit Sales LLP

Authorised signatory

INWARD
No. 22934
By: Dt. 8/10/22

MRN - 112582

Subject to Hyderabad Jurisdiction