PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	18/10/22	Prepared by	Manu	Serial no.	**9501**
Supplier name	SSLLP			HO inward no.	
Firm/Company	MPPL	Project	MPL	HO received date	
PO/WO date	8/10/22	PO/WO No.	92645	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	26305	12/10/22	4131/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	4131/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	112636	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:	4131/-
Amount E – PO / WO value:	4131/-
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	24/10/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manu				
Sign:	Manu				
Date	18/10/22				
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 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 Private Limited,.	Invoice No.	26305
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	12-10-2022
	PO No.	92645
	PO Date.	08-10-2022
	Req ID	80246
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Req Date	04-10-2022
	Loc Req No	178780

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	111200 - STAT-Stationary - Pencil-- - - - Boxes	960910	2	42.00	84.00	12	10.08
2	273300 - STAT-Stationary - pen-black color-Cello	960899	20	6.00	120.00	18	21.60
3	730400 - STAT-Stationary - Pen-Blue color-Cello	960899	20	6.00	120.00	18	21.60
4	913700 - STAT-Stationary - pen-Red color-Cello	960899	5	6.00	30.00	18	5.40
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
	29.34	29.34	Total Taxable Amount	354.00	58.68
			Total Invoice Amount	412.68	

Rupees : Four Hundred Twelve and Paise Sixty Eight Only.

SUMMIT SALES LLP IN WARD No: 100157 Date: 12/10/22 Sign: R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 08-10-2022 14:54:50

92645
03.10.22 5:34:56

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**	92645	178780
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	08-10-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	08-10-2022	
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	111200 - STAT-Stationary - Pencil-- - - - Boxes	2.00	42.00	0.00	12.00	94.08
2	273300 - STAT-Stationary - pen-black color-Cello Fine grip - - - Nos	20.00	6.00	0.00	18.00	141.60
3	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	20.00	6.00	0.00	18.00	141.60
4	913700 - STAT-Stationary - pen-Red color-Cello Fine grip - - - Nos	5.00	6.00	0.00	18.00	35.40
					Total Order Value . . .	**412.68**

Rupees : Four Hundred Twelve and Paise Sixty 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
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 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 ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Veerumy 10/10/22

Name : ______________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

Requisition Form						
Company Name:		Date:	1/10/2022			
Site & Phase :		Time:				
Unit No./Block No.						
Supplier:		Req. No.	178780			
Material required before date:	4/10/2022	ID No.	80246			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	STAT1112-Stationary-Pencil----Boxes	2		2		
2	STAT2733-Stationary-pen-black color-Cello Fine grip--Nos	1		1		
3	STAT7304-Stationary-Pen-Blue color-Cello Fine grip--Nos	2		2		
4	STAT9137-Stationary-pen-Red color-Cello Fine grip--Nos	1		1		
5	PROM9524-Promotions-MPPL White Envelops-MPPL Logo--Small-Nos	50		50		
6	PROM1816-Promotions-MPPL Brown Envelops-MPPL Logo--A4-Nos	50		50		
7						
8						
9						
10						
Remarks:	Towards [illegible] Site use purpose					
	Engineer	Project Manager	Purchase		MD	
Prepared By:	N.Divya					
Approved By:	K.Narender Reddy					
Sign & Date:						

92645

APPROVED
10 OCT 2022
P. VENKATESHWARLU
MANAGER PURCHASE

DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.
Tel : 040 - 6633 5551

M/s Modi Properties Pvt Ltd		DC No.	: 4347
Site: SY 82/1 Nacharam Hyd		Date	: 11/10/2022
		Vehicle No.	: TS10UB3122
		P.O. / W.O. No.	: 92645
		P.O. / W.O. Date	: 8/10/22

Sl. No.	PARTICULARS		Quantity
1	Pencil	Boxes	2
2	Cello Pen Black		20 No
3	Cello Pen Blue		20 No
4	Cello Pen Red		5 No
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

INWARD
Inward No: 20275 Dt: 11/10/22
MRN No: 12636 Dt: 11/10/22
Received By: Sign:
MODI PROPERTIES PVT. LTD. SY.No. 82/1

GSTIN : 36AABCM4761E1ZM

Received the above materials in good condition.

Received by : Shekar

Date : 11/10

Stamp:

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 83561 Date: 18/10/22 Sign:

For SUMMIT SALES LLP

Authorised Signatory