

PURCHASE DIVISION  
Advice for approval for credit to supplier

②

**9501**

|                      |  |                          |  |                  |  |
|----------------------|--|--------------------------|--|------------------|--|
| Date: 18/10/22       |  | Prepared by: [Signature] |  | Serial no. 9501  |  |
| Supplier name: SSKUP |  |                          |  | HO inward no.    |  |
| Firm/Company: MPL    |  | 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-       | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 2.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| 3.     |          |           | /           | <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| 4.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |

|                                                                                                                                                                                                                                                   |        |                                                                                                                                                                 |                                                                     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| Amount A – Bills total (Excluding Transport & Hamali Charges):                                                                                                                                                                                    |        |                                                                                                                                                                 | 4131-                                                               |
| Proof of delivery by way of: <input checked="" type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report |        |                                                                                                                                                                 |                                                                     |
| MRN nos.:                                                                                                                                                                                                                                         | 112636 | Proof of delivery matches MRN                                                                                                                                   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> 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                                                                                                                                                                                                                  |        | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received |                                                                     |
| Close PO / WO                                                                                                                                                                                                                                     |        | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other                                  |                                                                     |
| Payment – due date                                                                                                                                                                                                                                |        | 24/10/22                                                                                                                                                        |                                                                     |
| Remarks:                                                                                                                                                                                                                                          |        |                                                                                                                                                                 |                                                                     |

| Approved by    | Purchase Officer | Purchase Manager | M D        | Accountant | Accounts Manager |
|----------------|------------------|------------------|------------|------------|------------------|
| Name:          | [Signature]      |                  |            |            |                  |
| Sign:          | [Signature]      |                  |            |            |                  |
| 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 &amp; 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 :

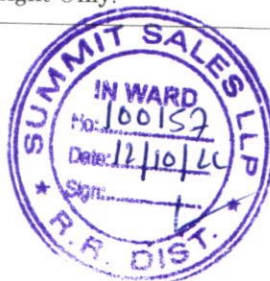
| Customer Details                                                               |                                                  |         |     | Invoice No.   |        | 26305      |         |
|--------------------------------------------------------------------------------|--------------------------------------------------|---------|-----|---------------|--------|------------|---------|
| Modi Properties Private Limited,<br>Sy No. 82/1, Mallapur, Nacharam, Hyderabad |                                                  |         |     | Invoice Date. |        | 12-10-2022 |         |
|                                                                                |                                                  |         |     | PO No.        |        | 92645      |         |
|                                                                                |                                                  |         |     | PO Date.      |        | 08-10-2022 |         |
|                                                                                |                                                  |         |     | Req ID        |        | 80246      |         |
|                                                                                |                                                  |         |     | Req Date      |        | 04-10-2022 |         |
| GSTIN : 36AABCM4761E1ZM                                                        |                                                  |         |     | Loc Req No    |        | 178780     |         |
| PAN AABCM4761E                                                                 |                                                  |         |     |               |        |            |         |
|                                                                                | 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         |        | 29.34      |         |
| Total Taxable Amount                                                           |                                                  |         |     | 354.00        |        | 58.68      |         |
| Total Invoice Amount                                                           |                                                  |         |     | 412.68        |        |            |         |
| Rupees : Four Hundred Twelve and Paise Sixty Eight Only.                       |                                                  |         |     |               |        |            |         |

Rupees : Four Hundred Twelve and Paise Sixty Eight Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



## Purchase Order

Page(s) 1 Of 1

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  
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

|            |            |        |
|------------|------------|--------|
| Doc No     | 92645      | 178780 |
| Doc Date   | 08-10-2022 |        |
| Quote No   | Nil        |        |
| Quote Date | 08-10-2022 |        |
| 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<br>- - - Nos | 20.00 | 6.00  | 0.00 | 18.00 | 141.60 |
| 3 730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip<br>- - - Nos  | 20.00 | 6.00  | 0.00 | 18.00 | 141.60 |
| 4 913700 - STAT-Stationary - pen-Red color-Cello Fine grip<br>- - - 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<br>Sy 82/1, Mallapur, Nacharam.<br>Phone. 7680971999                                                                                                                                                                         |
| Penalty 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

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : \_\_\_\_\_

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: |                                                              |                                                                          |                       | 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 <del>Block</del> <sup>Site</sup> <del>enclosed</del> use purpose |                       |                 |           |                  |  |             |  |  |  |
| Prepared By:                   |                                                              | Engineer                                                                 |                       | Project Manager |           | Purchase Manager |  | MD          |  |  |  |
| Approved By:                   |                                                              | N Divya                                                                  |                       | [Signature]     |           | [Signature]      |  | [Signature] |  |  |  |
| Sign & Date:                   |                                                              | K Narender Reddy                                                         |                       |                 |           |                  |  |             |  |  |  |

**APPROVED**  
10 OCT 2022  
P. VENKATESHWARLU  
MANAGER PURCHASE

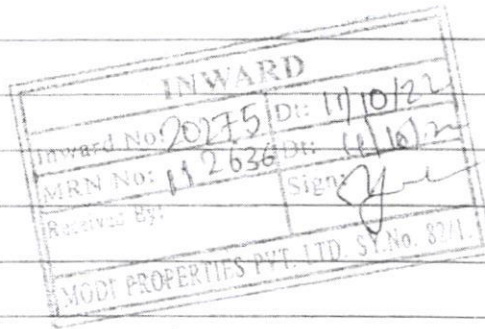
DELIVERY CHALLAN  
**SUMMIT SALES LLP**

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

M/s Modi Properties Pvt Ltd  
Site: 54 82/1 NACHANAM  
Hyd

DC No. 4347  
Date 11/10/2022  
Vehicle No. TS10VB3122  
P.O. /W.O. No. 92645  
P.O. /W.O. Date 8/10/22

| Sl. No | PARTICULARS            | Quantity      |
|--------|------------------------|---------------|
| 1      | Pencil <u>Blue</u>     | <u>2</u>      |
| 2      | Cello Pen <u>Black</u> | <u>20 Nos</u> |
| 3      | Cello Pen <u>Blue</u>  | <u>20 Nos</u> |
| 4      | Cello Pen <u>Red</u>   | <u>5 Nos</u>  |
| 5      |                        |               |
| 6      |                        |               |
| 7      |                        |               |
| 8      |                        |               |
| 9      |                        |               |
| 10     |                        |               |
| 11     |                        |               |
| 12     |                        |               |
| 13     |                        |               |
| 14     |                        |               |
| 15     |                        |               |
| 16     |                        |               |
| 17     |                        |               |
| 18     |                        |               |
| 19     |                        |               |
| 20     |                        |               |



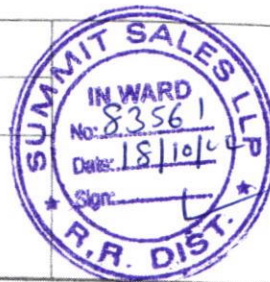
GSTIN : 36AABCM4761E1ZM

Received the above materials in good condition.

Received by : Shubh

Date : 11/10

Stamp: [Signature]



For SUMMIT SALES LLP

[Signature]

Authorised Signatory