PURCHASE DIVISION
Advice for approval for credit to supplier

②

Date:	19/10/22	Prepared by	Manoj	Serial no.	**9640**
Supplier name	SS Lup			HO inward no.	
Firm/Company	MRP Lup	Project	NGH	HO received date	
PO/WO date	22/9/22	PO/WO No.	92169	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	26480	18/10/22	519/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	519/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 112924	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:	519/-
Amount E – PO / WO value:	11,374/-
Amount F – Difference (A – E):	8,268/-
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: Final Bill	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manoj				
Sign:	Manoj				
Date	19/10/22				
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

ORIGINAL INVOICE

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

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	26480
Modi Realty Pocharam LLP	Invoice Date.	18-10-2022
Nilgiri Heights, Pocharam, 500088	PO No.	92169
	PO Date.	22-09-2022
	Req ID	79928
GSTIN : 36ABIFM1836H1Z7 PAN AB1FM1836H	Req Date	22-09-2022
	Loc Req No	182197

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	600200 - STAT-Stationary - Box File Big-- - - - Nos	481960	10	44.00	440.00	18	79.20
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	440.00	79.20
	39.60	39.60	Total Invoice Amount	519.20	

Rupees : Five Hundred Ninteen and Paise Twenty Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 100451 Date: 18/10/22 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 22-09-2022 10:48:43 Or

92169
16.09.22 3:01:07

From Company : **Modi Realty Pocharam LLP**
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-5000
G S T No. : 36ABIFM1836H1Z7

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	92169	182197
Doc Date	22-09-2022	
Quote No	Nil	
Quote Date	22-09-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 301600 - STAT-Stationary - Project Folder-- - A3&A4 - Nos *A3 & A4 each 100 Nos*	200.00	5.50	0.00	18.00	1,298.00
2 466300 - STAT-Stationary - Paper A4-- - - - Bundles	20.00	231.00	0.00	12.00	5,174.40
3 788300 - STAT-Stationary - Stapler Pins-10-- - - - Boxes	10.00	6.00	0.00	18.00	70.80
4 265700 - TOOL-Tools - Mesurment Tapes -Fibre-Freemans - 30m - Nos	2.00	394.00	0.00	18.00	929.84
5 162400 - CONS-Consumables - Keychain+rings-- - - - Nos	100.00	5.00	0.00	18.00	590.00
6 590100 - STAT-Stationary - Plastic Cards-- - - - Nos	100.00	8.82	0.00	18.00	1,040.76
7 600200 - STAT-Stationary - Box File Big-- - - - Nos	20.00	44.00	0.00	18.00	1,038.40
8 682300 - STAT-Stationary - Box File Small-- - - - Nos	20.00	36.00	0.00	18.00	849.60
9 111200 - STAT-Stationary - Pencil-- - - - Boxes	2.00	42.00	0.00	12.00	94.08
10 522200 - STAT-Stationary - Scribling Pads-- - - - Nos	10.00	15.00	0.00	18.00	177.00
11 369200 - STAT-Stationary - CD Marker-- - - - Nos	5.00	18.90	0.00	18.00	111.51

Total Order Value . . . **11,374.39**

Rupees : Eleven Thousand Three Hundred Seventy Four and Paise Thirty Nine Only.

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	26148	29/9/22	8,268/-
2.	26450	18/10/22	519.20/-
3.			
4.			
5.			

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	Nilgiri Heights pocharam Phone. .9849497484

For ***Modi Realty Pocharam LLP***

Authorised Signatory

Name : Venu 23/09/22

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name :

Date : __/__/____

Requisition Form

Company Name:	Modi Reality Pocharam LLP	Date:	22-09-2022			
Site & Phase :	NGH	Time:	10:00			
Unit No./Block No.						
Supplier:		Req. No.	182197			
Material required before date:	24.09.22	ID No.	79928			

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	STAT3016-Stationary-Project Folder---A3&A4-Nos	200	0	200		
2	STAT4663-Stationary-Paper A4----Bundles	20	0	20		
3	STAT7883-Stationary-Stapler Pins-10----Boxes	10	0	10		
4	TOOL2657-Tools-Mesurment Tapes -Fibre-Freemans-30m-Nos	2	0	2		
5	CONS1624-Consumables-Keychain+rings----Nos	100	0	100		
6	STAT5901-Stationary-Plastic Cards----Nos	100	0	100		
7	STAT6002-Stationary-Box File Big----Nos	20	0	20		
8	STAT6823-Stationary-Box File Small----Nos	20	0	20		
9	STAT1112-Stationary-Pencil----Boxes	2	0	2		
10	STAT5222-Stationary-Scribling Pads----Nos	10	0	10		
11	STAT3692-Stationary-CD Marker----Nos	5	0	5		
12						

9 2169

Remarks: FOR site office & sales works purpose .

	Engineer	Project Manager	Purchase	MD
Prepared By:	A.Sravani			
Approved By:	Vijay raj			
Sign & Date:				

APPROVED
23 SEP 2022
P. VENKATESHWARLU
MANAGER PURCHASE

Purchase Order

 22-09-2022 10:48:43 Original / Office Copy / Purchase Div.Copy

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 & Sales works 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 Realty Pocharam LLP***

Authorised Signatory

Veeru

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

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

Modi Realty Pocharam LLP

Nilgiri Heights, Pocharam, 500088

GSTIN : 36ABIFM1836H1Z7

DC No.	22537
DC Date	18-10-2022
PO No.	92169
PO Date.	22-09-2022
Req ID	79928
Req Date	22-09-2022
Loc Req No	182197

	Description of Goods	HSN/SAC	Qty
1	600200 - STAT-Stationary - Box File Big-- - - - Nos	481960	10
2			
3			
4			
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for Summit Sales LLP

Subject to Hyderabad Jurisdiction

INWARD

Inward No: 11976	Dt: 18/10/22
MRN No: 11224	Dt. 18/10/22
Received By: Bishnu	Sign:

NILGIRI HEIGHTS

Authorised signatory

SUMMIT SALES LLP

IN WARD

No: 83630

Date: 19/10/22

Sign:

R.R. DIST.