

PURCHASE DIVISION  
Advice for approval for credit to supplier

②

Date:		14/11/22	Prepared by	Venkatesh	Serial no.	10501
Supplier name		SSLLP			HO inward no.	
Firm/Company		MRMLLP	Project	GMR	HO received date	
PO/WO date		29/10/22	PO/WO No.	93345	Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached		
1.	26873	10/11/22	1,568/-	<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):					1,568/-	
Proof of delivery by way of: <input 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.:	113782			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:					1,568	
Amount E – PO / WO value:					3,490	
Amount F – Difference (A – E):					1,922	
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			21/11/22			
Remarks: final bill						
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager	
Name:		Venkat				
Sign:		<i>ven</i>				
Date						
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**

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

**ORIGINAL INVOICE**

Supplier / Customer / Transporter - Copy

**PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7**

1 of 1 :

Customer Details				Invoice No.	26873			
Modi Reality Mallapur LLP Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076  GSTIN : 36AAEFM1459R1ZP                      PAN AAEFM1459R				Invoice Date.	10-11-2022			
				PO No.	93345			
				PO Date.	29-10-2022			
				Req ID	80972			
				Req Date	28-10-2022			
				Loc Req No	208157			
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt	
1	466300 - STAT-Stationary - Paper A4-- - - - Bundles	48025690	5	280.00	1,400.00	12	168.00	
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
IGST		CGST		SGST		Total Taxable Amount		
		84.00		84.00		1,400.00		
Total Invoice Amount						1,568.00		

Rupees : One Thousand Five Hundred Sixty Eight Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction





# Purchase Order

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



93345

18.10.22 2:23:37

**Supplier Details**

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

Doc No 93345 208157

Doc Date 29-10-2022

Quote No Nil

Quote Date 28-10-2022

SupplyType Supply

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 466300 - STAT-Stationary - Paper A4-- - - Bundles	10.00	280.00	0.00	12.00	3,136.00
2 730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	20.00	6.00	0.00	18.00	141.60
3 273300 - STAT-Stationary - pen-black color-Cello Fine grip - - - Nos	20.00	6.00	0.00	18.00	141.60
4 730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	10.00	6.00	0.00	18.00	70.80
<b>Total Order Value . . .</b>					<b>3,490.00</b>

Rupees : Three Thousand Four Hundred Ninety 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 Day.

**Delivery Location** Gulmohar Residency

Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge

Phone. Contact: Security \_\_\_\_\_, 8309938133

**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 and sales office purpose.

**Completion Date** Nil

**Measurement** Nil

**Security** Nil

**Remarks** Collect from SLLP.

**PART DELIVERY DETAILS**

S.no.	Bill no.	Bill Dt.	Amount
1.	26652	31/10/22	1922
2.			
3.			
5.			

For **Modi Reality Mallapur LLP**

Authorised Signatory

*Veenu*  
29/10/22

Accepted the above Terms And Conditions

For **Summit Sales LLP**

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

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

Contact - -

Date : \_\_/\_\_/\_\_

Requisition Form		Date:	28 10 22
Company Name	MIRMLLP	Time:	2:18
Site & Phase	GMR	Req. No.	208157
Unit No./Block No.	site&sales office purpose	ID No.	80972
Supplier		Qty required	Qty available at site
Material required before date	30 10 22	Order Qty	Inward No
S No	Item		Inward Date
1	STAT4663-Stationary-Paper A4----Bundles	10	0 10
2	STAT7304-Stationary-Pen-Blue color-Cello Fine grip--Nos (38s Pens)	20	0 20
3	STAT2733-Stationary-pen-black color-Cello Fine grip--Nos	20	0 20
4	STAT7304-Stationary-Pen-Blue color-Cello Fine grip--Nos	10	0 10
5			
6			
7			
8			
9			
10			
Remarks:	For Sales and site office use purpose at GMR site.		
Prepared By:	Engineer	Purchase	MD
Approved By:	Goushee		
Sign & Date:			

Project Manager Rainprasud  
 11 OCT 2022  
 APPROVED  
 P. VENKATESHWARLU  
 MANAGER PURCHASE

# 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

1 of 1 : 10-11-2022

Customer Details		DC No.	22873
Modi Reality Mallapur LLP		DC Date.	10-11-2022
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076		PO No.	93345
		PO Date.	29-10-2022
		Req ID	80972
GSTIN : 36AAEFM1459R1ZP		Req Date	28-10-2022
		Loc Req No	208157
Description of Goods		HSN/SAC	Qty
1	466300 - STAT-Stationary - Paper A4- - - - Bundles	48025690	5
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9944 10/11/22

113788 14/11/22

for Summit Sales LLP

*(Signature)*  
 Authorised signatory

Subject to Hyderabad Jurisdiction

