PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/2/23	Prepared by	Deepa	Serial no.	14458
Supplier name	SSHP			HO inward no.	
Firm/Company	MPPI	Project	MPI	HO received date	
PO/WO date	8/2/23	PO/WO No.	96939	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	28702	8/2/23	4186/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	4186/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 117236	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:	4,186/-
Amount E – PO / WO value:	4,186/-
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	20/2/23
Remarks:	final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:	[signature]				
Date	10/2/23				
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

Customer Details		
Modi Properties Private Limited,.	Invoice No.	28702
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	08-02-2023
	PO No.	96939
	PO Date.	08-02-2023
	Req ID	84125
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Req Date	30-01-2023
	Loc Req No	178939

	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	390200 - COMP-Peripherals - Ink Cartidge-Black- - -	321511	2	692.00	1,384.00	18	249.12
3	111200 - STAT-Stationary - Pencil-- - - - Boxes	960910	2	42.00	84.00	18	15.12
4	730400 - STAT-Stationary - Pen-Blue color-Cello	960899	20	6.00	120.00	18	21.60
5	913700 - STAT-Stationary - pen-Red color-Cello	960899	20	6.00	120.00	18	21.60
6	273300 - STAT-Stationary - pen-black color-Cello	960899	20	6.00	120.00	18	21.60
7	7523 - Stationery - other - Eraser - NA - nos		10	1.50	15.00	18	2.70
8	979900 - STAT-Stationary - File folder-L-- - - - Nos	48203000	10	5.50	55.00	18	9.90
9	522200 - STAT-Stationary - Scribling Pads-- - - -	48201020	20	15.00	300.00	18	54.00
10	788300 - STAT-Stationary - Stapler Pins-10-- - - -	84729010	1	21.00	21.00	18	3.78
11							
12							
13							
14							
15							

IGST	CGST	SGST			
	283.71	283.71	Total Taxable Amount	3,619.00	567.42
			Total Invoice Amount	4,186.42	

Rupees : Four Thousand One Hundred Eighty Six and Paise Fourty Two Only.

for Summit Sales LLP

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 105486
Date: 8/2
Sign:

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 08-02-2023 12:23:49

96939
28.01.23 12:54:55

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**	96939	178939
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	08-02-2023	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	30-01-2023	
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	466300 - STAT-Stationary - Paper A4-- - - - Bundles	5.00	280.00	0.00	12.00	1,568.00
2	390200 - COMP-Peripherals - Ink Cartidge-Black- - - - Nos	2.00	692.00	0.00	18.00	1,633.12
3	111200 - STAT-Stationary - Pencil-- - - - Boxes	2.00	42.00	0.00	18.00	99.12
4	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	20.00	6.00	0.00	18.00	141.60
5	913700 - STAT-Stationary - pen-Red color-Cello Fine grip - - - Nos	20.00	6.00	0.00	18.00	141.60
6	273300 - STAT-Stationary - pen-black color-Cello Fine grip - - - Nos	20.00	6.00	0.00	18.00	141.60
7	7523 - Stationery - other - Eraser - NA - nos	10.00	1.50	0.00	18.00	17.70
8	979900 - STAT-Stationary - File folder-L-- - - - Nos	10.00	5.50	0.00	18.00	64.90
9	522200 - STAT-Stationary - Scribling Pads-- - - - Nos	20.00	15.00	0.00	18.00	354.00
10	788300 - STAT-Stationary - Stapler Pins-10-- - - - Boxes	1.00	21.00	0.00	18.00	24.78
					Total Order Value . . .	**4,186.42**

Rupees : Four Thousand One Hundred Eighty Six and Paise Fourty Two Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After delivery and production of bill
Tax	GST included in the above prices
Delivery Date	With in a day
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation	Nil

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________________

Date : __/__/____

Purchase Order

 08-02-2023 12:23:49

Original / Office Copy / Purchase Div.Copy

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 use purpose.
Completion Date	Nil
Measurment	Nil
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:	MPPL						
Site & Phase :	May Flower Platinum						
Unit No./Block No.		Date:	30-01-2023				
Supplier:		Time:					
Material required before date:							
S No	Item 2/02/23.	Req. No.	178939				
		ID No.	84125.				
		Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	STAT5901-Stationary-Paper A4----Bundles - 4663	5		5			
2	COMP8921-Peripherals-Ink Cartidge-Black---Nos - 3902.	2		2			
3	STAT8753-Stationary-Pencil----Boxes - 1112	2		2			
4	STAT1585-Stationary-Pen-Blue color-Cello Fine grip--Nos -7304 96939.	40		40			
5	STAT4163-Stationary-pen-Red color-Cello Fine grip--Nos - 9137	20		20			
6	STAT3016-Stationary-pen-black color-Cello Fine grip--Nos -2733	40		40			
7	STAT1670-Stationary-Erazers----Nos - 7523	10		10			
8	STAT4663-Stationary-File folder L----Nos - 9799	10		10			
9	STAT4346-Stationary-Scribling Pads----Nos - 5222	20		20			
10	STAT8805-Stationary-Stapler Pins 10----Boxes - 7883	1		1			
Remarks:	Towards site use purpose						
	Engineer	Project Manager		Purchase		MD	
Prepared By:							
Approved By:							
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

GSTIN/UNI: 36ACQFS2044C1Z7

Supplier / Customer / Transporter - Copy

Customer Details

Modi Properties Private Limited,.
Sy No. 82/1, Mallapur, Nacharam, Hyderabad

GSTIN : 36AABCM4761E1ZM

DC No.	24526
DC Date.	08-02-2023
PO No.	96939
PO Date.	08-02-2023
Req ID	84125
Req Date	30-01-2023
Loc Req No	178939

	Description of Goods	HSN/SAC	Qty
1	466300 - STAT-Stationary - Paper A4-- - - - Bundles	48025690	5
2	390200 - COMP-Peripherals - Ink Cartidge-Black- - - - Nos	321511	2
3	111200 - STAT-Stationary - Pencil-- - - - Boxes	960910	2
4	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	960899	20
5	913700 - STAT-Stationary - pen-Red color-Cello Fine grip - - - Nos	960899	20
6	273300 - STAT-Stationary - pen-black color-Cello Fine grip - - - Nos	960899	20
7	7523 - Stationery - other - Eraser - NA - nos		10
8	979900 - STAT-Stationary - File folder-L-- - - - Nos	48203000	10
9	522200 - STAT-Stationary - Scribling Pads-- - - - Nos	48201020	20
10	788300 - STAT-Stationary - Stapler Pins-10-- - - - Boxes	84729010	1
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SUMMIT SALES LLP R.R. DIST.
INWARD
No: 56605
Date: 16/2
Sign:

Subject to Hyderabad Jurisdiction

INWARD
Inward No: 24253 Dt: 8-2-23
MRN No: 117236 Dt: 9/2/23
Received By: Sign:
MODI PROPERTIES PVT. LTD. SY.No. 82/1

for Summit Sales LLP

Authorised signatory