PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	06/03/23	Prepared by	V. RAVI	Serial no.	14680
Supplier name	SUMMIT SALES LLP			HO inward no.	
Firm/Company	MPPL	Project	MPL	HO received date	
PO/WO date	09.12.22	PO/WO No.	94844	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	28654	07.02.23	Rs. 57461.40	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	57,461.40
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 117222 — Proof of delivery matches MRN	☑ Yes □ No
Amount B –Other Credits : Transportation charges / Hamali chgs	1104-00
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	58,565.41
Amount E – PO / WO value:	58,565.41
Amount F – Difference (A – E):	NIL
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	07/03/23
Remarks:	Close the P.O & final bill.

Approved by	Purchase Officer	for Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:		[signature]			
Date		06.03.23			
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.

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 9203
Date 6/3/23
Sign.

Form for closure of purchase order

Data required from site/engineers:							
PO no.:	94844	PO date:	9-12-22	Req. no.:	178863	Advice Scan ID	
MRN nos. related to PO	117222						

☐	Part material received.
☑	Full material received.
☐	Material not received.
☐	Close PO – Balance material will be re-ordered by new requisition.
☐	Cancel PO. Material not required.
☐	Cancel PO. Material will be re-ordered by new requisition.
☐	Keep PO open. Material required.
☐	Keep PO open. Work under progress.

Remarks by engineer: All Material received And MRN Completed.

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.

Prepared by	Sign	Date	Project manager	Sign	Date
Divya	Div	9/2/23.			

Data required from accounts:

☐	Checked with E&D for receipt of bills.		
☑	Bills not received against this PO.		
☐	Part bill received against this PO.	Bill nos.	
☐	All bills received against this PO.		
☐	Advance paid against this PO.	Amount paid	

Remarks by Accountants:

Notes: 1. Pos issued for false ceiling and such works may have been processed by E&D. Check before filling the above.

Prepared by	Sign	Date	Accounts manager (approval required for PO more than 10k)	Sign	Date
		14/2/23			

Advice by MD - action to be taken by purchase:

☐ ✗	Get certified bill from supplier (not original).		
☐ ✗	Prepare bill in SSLLP for material supplied.		
☐ ✗	Get proof of delivery from site.		
☐ ✗	Barcoded PO missing – get certified copy from Accounts.		
☑	Thereafter, prepare advice to credit to supplier and send to HO for processing.		
☑	Close PO	☐	Keep PO open. Material awaited
☐ ✗	Send barcoded PO to MDs desk. PO to be closed thereafter.		
☐ ✗	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2021.		
☐ ✗	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2020.		
☐ ✗	RMC supplier – suppliers ledger required from 1.4.2020. Process bill after thoroughly checking both the ledgers and all pour reports. Pour reports from day one to be thoroughly checked with Pos/Bills. Thereafter, prepare advice to credit to supplier and send to HO for processing. Close all open POs.		
☐ ✗	E&D to check receipt of bill and enter comments below.		
☐ ✗	Details of material supplied and balance material to be supplied is required.		

Remarks:

Prepared by	Sign	Date

APPROVED BY
21 FEB 2023
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

 09/02/2023 10:57:13 Original / Office Copy / Purchase Div.Copy

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**	94844	178863
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	09-12-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	09-12-2022	
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	365500 - BUIL-Building Material - Tan Brown Granite-- - 975WX2850LX19MM - sqm	69.00	643.98	0.00	18.00	52,432.85
2	6251 - Miscellaneous - Hamali Charges - NA - Sqm	69.00	75.32	0.00	18.00	6,132.55
	Total Order Value . . .					**58,565.41**

Rupees : Fifty Eight Thousand Five Hundred Sixty Five and Paise Fourty One Only.

Terms and Conditions :-

Specification / All items shall be of 19mm thickness slabs. The above rates only for material supply.

Payment Terms After delivery & Production of bill

Tax All taxes included in above price.

Delivery Date Next day

Delivery Location May Flower Platinum
Sy 82/1, Mallapur, Nacharam.
Phone. 7680971999

Penality For Delay Nil

Transportation Included in above price.

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Name : ______________________

Date : __/__/____

Purchase Order

Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for part -2 kitchen platform use work Purpose.
Completion Date	Nil
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
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 : __/__/____

DELIVERY CHALLAN

SUMMIT SALES LLP

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

Modi Realty LLP (Mallapur)	DC No. : 5413
	Date : 31/1/23
	Vehicle No. : TS02UD3949
Site:	P.O. / W.O. No. : 94844
	P.O. / W.O. Date : 9/12/23.

Sl. No.	PARTICULARS	Quantity
1	Tan brown granite 975x2850L = 22 (Nos)	742 sft
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		742 sft
20		

INWARD
Inward No: 24220 Dt: 31-1-23
MRN No: 172203 Dt: 1/2/23
Received By: Sign:
MODI PROPERTIES PVT. LTD. SY.No. 82/1.

GSTIN :

Received the above materials in good condition.

Received by :

Stamp:

Date : 31/1/23

For **SUMMIT SALES LLP**

Authorised Signatory

Name : ____________

Date : __/__/____

GENERAL MATERIAL INWARD REGISTER

Inward No	Date	Time	Supplier	Item Category	Item Desc	Item Size	Quantity	Units	D C No	P O No	Vehicle No	Delivered by	Received by	Engineer's Signature
				(3) Socket wipro 6 amps.			250	nos	24837	96182	TS 09 UD 3750	[illegible]	[illegible]	[illegible]
				(6) Switch wipro 6 amps			646	nos						
				(7) Socket wipro 16 amps.			90	nos						
				(8) Switch - wipro 16 amps			90	nos						
				(9) Bell push wipro -			06	nos						
				(10) Switch Black plate wipro -			646	nos						
24219	30-1-23	16:20	Summit Sales LLP.	(1) Copper wire yellow Color [illegible] 1sqmm x 90 mts Bundles			21	nos	24835	96190	TS 10 UD 7777	[illegible]	[illegible]	[illegible]
				(2) Black Color [illegible] - 1sqmm x 90 mts.			17	nos						
				(3) Green Color [illegible] 1sqmm x 90 mts			11	nos						
				(4) Red Color [illegible] - 1sqmm x 90 mts			11	nos						
				(5) yellow Color [illegible] - 2.5 sqmm x 90 mts			15	nos						
				(6) Black " " 2.5 sqmm x 90 mts			15	nos						
				(7) Green Color [illegible] 2.5 sqmm x 90 mts Bundles			08	nos						
				(8) Blue Color [illegible] 4 sqmm x 90 mts			11	nos						
				(9) Black Color [illegible] - 4 sqmm x 90 mts -			11	nos						
				(10) spring [illegible] - 30 bundle - Bundle			120	nos						
24220	31-1-23	12:40	SUMMIT SALES LLP	(1) Tar [illegible] 9750 x 2850 L = 22			228	nos	5413	94844	TS 02 UD 3950.	[illegible]	[illegible]	[illegible]
25-2-23	01-02-23	10:32	Jai Matha [illegible]	(1) 10. Al [illegible]			01	nos	0859			[illegible]	Raju.	[illegible]
				(2) 4. [illegible]			10	nos						
				(3) 4. [illegible] -			01	nos						
				(4) [illegible]			01	nos						
				(5) 38 x 8 S/S [illegible]			1 Box	nos						

Purchase Order

12-12-2022 5:07:07 PM

94844
29.11.22 5:53:07

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**	94844	178863
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	09-12-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	09-12-2022	
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	365500 - BUIL-Building Material - Tan Brown Granite-- - 975WX2850LX19MM - sqm	69.00	643.98	0.00	18.00	52,432.85
2	6251 - Miscellaneous - Hamali Charges - NA - Sqm	69.00	75.32	0.00	18.00	6,132.55
					Total Order Value . . .	**58,565.41**

Rupees : Fifty Eight Thousand Five Hundred Sixty Five and Paise Fourty One Only.

Terms and Conditions :-

Specification /	All items shall be of 19mm thickness slabs. The above rates only for material supply.
Payment Terms	After delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next day
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation	Included in above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for part -2 kitchen platform use work Purpose.
Completion Date	Nil
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
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

Veerl 09/12

Name : ____________

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Date : __/__/____

Requisition Form		Date	09.12.22				
Company Name	MPPL	Time	15.35				
Site & Phase	Mayflower platinum						
Unit No /Block No		Req. No.	178863				
Supplier		ID No	82293 .				
Material required before date	13.12.22	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
S No	Item	740	0	740			
1	BUIL3655-Building Material-Tan Brown Granite---975WX2850LX19MM-~~Sqm~~ Sft						
2	94844						
3							
4							
5							
6							
7							
8							
9							
10							
Remarks	Towards Part 2 kitchen platform use purpose						
		Project Manager		Purchase		MD	
	Engineer						
Prepared By	N.Subhash						
Approved By	K.Narender reddy						
Sign & Date							

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		
Modi Properties Private Limited,.	Invoice No.	28654
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	07-02-2023
	PO No.	94844
	PO Date.	09-12-2022
	Req ID	82293
	Req Date	09-12-2022
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Loc Req No	178863

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	365500 - BUIL-Building Material - Tan Brown	68022310	69	643.98	44,434.62	18	7,998.24
2	6251 - Miscellaneous - Hamali Charges - NA - Sqm		69	75.32	5,197.08	18	935.48
3							
4							
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10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	49,631.70		8,933.72
	4,466.86	4,466.86	Total Invoice Amount	58,565.40		

Rupees : Fifty Eight Thousand Five Hundred Sixty Five and Paise Fourty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST. IN WARD No: 105844 Date: 7/2/23 Sign:

DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003

Tel : 040 - 6633 5551

28654

M/s: Modi Realty LLP (Mallapur)	DC No. : 5413
	Date : 31/1/23
Site: MPL Mallapur	Vehicle No. : TS02UD3949
	P.O. / W.O. No. : 94844
	P.O. / W.O. Date : 9/12/23.

Sl. No.	PARTICULARS	Quantity
1	Tan brown granite 9750x22650L = 22(Nos)	742 sft
2		
3		
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12		
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14		
15		
16		
17		
18		
19		
20		742 sft

GSTIN :

Received the above materials in good condition.

Received by :

Date : 31/1/23

Stamp:

For **SUMMIT SALES LLP**

Authorised Signatory