PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	16.03.23	Prepared by	V. RAVI	Serial no.	**15648**
Supplier name	SUMMIT SALES LLP - GVDC			HO inward no.	
Firm/Company	MHPL	Project	SOV-III	HO received date	
PO/WO date	29/06/22	PO/WO No.	89502	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	29189	08.03.23	17,464-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	17,464-00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	109076	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:	17,464-00
Amount E – PO / WO value:	17,464-00
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	18/3/23
Remarks:	final bill.

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:		[signature]			
Date		16/3/23			
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. 959
Date 16/3/23
Sign.

Form for closure of purchase order

PO no.:	89502	PO date:	29/6/22	Req. no.:	185234	Advice Scan ID	
Barcoded PO available ☑Y/□ N		Invoice original available ☑Y/□N /□Copy available				POD available ☑Y/□ N	

Data required from site/engineers:

MRN nos. related to PO	109076

□ 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:

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

Prepared by: Meenakshi	Sign:	Date: 3/3/23

Data required from accounts:

□ Checked with E&D for receipt of bills.		
☑ Bills not received against this PO.	□ Part bill received against this PO.	□ All bills received against this PO.
□ Advance paid against this PO	Amount paid:	Date of payment:

Details of part bill received:

Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier
1.				
2.				
3.				

Remarks by Accountants:

Prepared by: P. Ramesh	Sign:	Date: 10/3/23

Notes: 1. POs/WOs issued for turnkey works - may have been processed by E&D. Check before filling the above.

Prepared by:	Sign:	Date:

Remarks by Ravi + details of bills to be approved:

Sl. No.	Bill no.	Bill date	Bill amount	MRN no.
1.	29189	08/03/23	17,464-00	109076
2.				
3.				

Remarks: Need MD's approval for enclosed bill.

Prepared by: Ravi	Sign:	Date: 15/03/23.

Advice by MD - action to be taken.

□ Get certified bill from supplier (not original).		□ Prepare bill in SSLLP for material supplied.	
☑	Thereafter, prepare advice for credit to supplier and send to Soham for processing.		
☑	Close PO	□	Keep PO open. Material awaited
□	Accounts to be reconciled with supplier. Get supplier's ledger.		

Remarks:

Approved by: Soham	Sign:	Date:

APPROVED BY
16 MAR 2023
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

 09-02-2023 10:03:57 Original / Office Copy / Purchase Div.Copy

From Company : **Modi Housing Pvt.Ltd**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AADCM5906D2Z0

Supplier Details			
Summit Sales LLP-GVDC	**Doc No**	89502	185234
5-4-187/3&4, II nd Floor, MG Road, Secunderabad.	**Doc Date**	29-06-2022	
	Quote No	NIL	
GSTIN 36AAHCG4940K1ZC	**Quote Date**	29-06-2022	
040-66335551 040-66335551	**SupplyType**	Supply	

Kind Attn : Meghana

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2051 - Carpentry - hardware - Binding wire - 20 guage - kgs	200.00	74.00	0.00	18.00	17,464.00
					Total Order Value . . .	**17,464.00**

Rupees : Seventeen Thousand Four Hundred Sixty Four Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After delivery and production of bill
Tax	GST is included in the above prices
Delivery Date	Next Day.
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
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, Hamali charges Included.Above Order for nalla retaining wall & Tank purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Collect from SSLLP-GVDC Stores.

For ***Modi Housing Pvt.Ltd***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP-GVDC***

Name : ______________________

Name : ______________________

Contact - -

Date : __/__/____

DELIVERY CHALLAN

SUMMIT SALES LLP

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

M/s Madi Housing pvt Ltd

Site: Silver Oak villas - III

DC No.	4209
Date	: 29/06/2022
Vehicle No.	:
P.O. / W.O. No.	: 89502
P.O. / W.O. Date	: 29/06/2022

Sl. No.	PARTICULARS	Quantity
1	2051 - Carpentry - hardware - Binding wire - 20 guage - kgs	200.00
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
		200.00

INWARD	
Inward No: 408	Dt: 29/6/22
MRN No: 109076	Dt: 30/6/22
Received By:	Sign:
M H P L-SOV-III	

GSTIN :

Received the above materials in good condition. ✓

Received by : [signature]

Stamp:

Date : 29/06/2022

For SUMMIT SALES LLP

Authorised Signatory

Purchase Order

 22-07-2022 3:08:57 PM

89502
29.06.22 2:18:53

From Company : **Modi Housing Pvt.Ltd**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AADCM5906D2Z0

Supplier Details			
Summit Sales LLP-GVDC 5-4-187/3&4, II nd Floor, MG Road, Secunderabad.	**Doc No**	89502	185234
	Doc Date	29-06-2022	
	Quote No	NIL	
GSTIN 36AAHCG4940K1ZC	**Quote Date**	29-06-2022	
040-66335551 040-66335551	**SupplyType**	Supply	

Kind Attn : Meghana

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2051 - Carpentry - hardware - Binding wire - 20 guage - kgs	200.00	74.00	0.00	18.00	17,464.00
	Total Order Value . . .					**17,464.00**

Rupees : Seventeen Thousand Four Hundred Sixty Four Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After delivery and production of bill
Tax	GST is included in the above prices
Delivery Date	Next Day.
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
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, Hamali charges Included.Above Order for nalla retaining wall & Tank purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Collect from SSLLP-GVDC Stores.

For ***Modi Housing Pvt.Ltd***
Authorised Signatory

Accepted the above Terms And Conditions
For ***Summit Sales LLP-GVDC***

Name : ______________

Contact - -

Name : ______________

Date : __/__/____

Requisition Form						
Company Name:	MHPL SOV	Date:	22-06-2022			
Site & Phase :	SOV-III	Time:	05:00			
Supplier:		Req. No.	185234			
Material required before date:	Urgent	ID No.	77436			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	STEL1887-Steel-Binding Wire---20guage-Kgs	200	0	200		
2						
3						
4						
5						
6	PO 89502					
7						
8						
9						
10						
Remarks:	For Nala Retaining wall & Tank purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	K.Tulasi Rani					
Approved By:						
Sign & Date:						

APPROVED
29 JUN 2022
MINISH PARIKH
MANAGER PROCUREMENT

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 Housing pvt. Ltd

Site: Silver Oak villas - III

DC No. 4209

Date : 29/06/2022

Vehicle No. : TS 10 UB 5641

P.O. / W.O. No. : 89502

P.O. / W.O. Date : 29/06/2022

Sl. No.	PARTICULARS	Quantity
1	2051 - Carpentry - hardware - Binding wire - 20 guage - kgs	200.00
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
		200.00

GSTIN :

Received the above materials in good condition. ✓

Received by 29/06/22

Date : 29/06/2022

Stamp:

For SUMMIT SALES LLP

Authorised Signatory

TAX INVOICE

ORINGINAL 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 Housing Pvt Ltd

SOV III, Sy no, 11,12,14,15,16,17,18, & 294,,Hyderabad,

GSTIN : 36AADCM5906D2Z0 PAN AADCM5906D

Invoice No.	DB - 29189
Invoice Date.	08-03-2023
PO No.	89502
PO Date.	29-06-2022
Req ID	77436
Req Date	24-06-2022
Loc Req No	185234

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	2051 - Carpentry - hardware - Binding wire - 20	7217	200	74.00	14,800.00	18	2,664.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
	1,332.00	1,332.00	Total Taxable Amount	14,800.00	2,664.00
			Total Invoice Amount	17,464.00	

Rupees : Seventeen Thousand Four Hundred Sixty Four Only.

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP-GVDC

Subject to Hyderabad Jurisdiction