

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 28/4/23		Prepared by: C/HWR		Serial no.	
Supplier name: Summit Sawup		Project: UP		HO inward no.	
Firm/Company: Modi Realty Malabar		UP		HO received date	
PO/WO date: 18/4/23		PO/WO No. 20230418033		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	29938	24/4/23	1859/-	☐ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):					
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:		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:					
Amount E – PO / WO value:					
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					
Remarks:					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	C/HWR				
Sign:					
Date	28/4/23				
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.

ORIGINAL INVOICE

Tax Invoice
Summit Sales LLP

#5-4-187, 3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad, Telangana - 500003
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy PAN: ACQFS2044C GSTIN : 36ACQFS2044C1Z7

Customer Details				Invoice No		29938	
Billing Details		Shipping Details		Invoice Date		24 Apr 2023	
Modi Realty Mallapur LLP 5-4-187/3&4, IIInd Floor, Soham Mansion M.G.Road Secunderabad, TELANGANA- 500003 GSTIN: 36AAEFM1459R1ZP		Sy.No 19, Mallapur Survey No 19, Mallapur, Hyderabad. NEXt to NFC Rai, Hyderabad, Telangana- 500076		PO No		20230418033	
				PO Date		18 Apr 2023	
S.No	Description Of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	PROM5031-Promotions-Uniform Pocket Embroidery Charges---Misc-Nos	520420	3.00	40.00	120	5.00	6.00
2	PROM9871-Promotions-Uniform Shirting Cloth---Misc-Mtrs	380991	3.00	550.00	1,650	5.00	82.5
Total Taxable Amount					1,770.00	88.5	
Total Invoice Amount					1,859.00		
IGST		CGST	SGST				
0.00		44.25	44.25				
Rupees : One Thousand Eight Hundred And Fifty Nine Only.							

Bank Details

Bank Name : Yes Bank
A/C No : 009763700001491
IFSC Code : YESB0000097
Branch : Secunderabad

For Summit Sales LLP

Authorised signator



Purchase Order

Original

From Company: Modi Realty Mallapur LLP 5-4-1873&4, IInd FloorSoham MansionM.G.Road Secunderabad,TELANGANA,500003 GSTNO:36AAEFM1459R1ZP				Delivery Location: Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Rai Hyderabad, Telangana,500076 Ramprasad,9502211011						
Supplier Details										
Summit Sales LLP #5-4-1873 & 4, II FloorSoham Mansion, M.G.Road Secunderabad,TG,500003 GSTIN:36ACQFS2044C1Z7 Hamendra,Prabhakar,040-66335551 purchase@modiproperties.com				PO No 20230418033		Quote No				
				PO Date 18 Apr 2023		Quote Date 18 Apr 2023				
				Supply Type		Requisition Num 20230418034				
SNNo.	Item Name	Addl Spec	Qty	Rate	Dis%	Taxable Amount	GST%		Amount	
1	PROM5031-Promotions-Uniform Pocket Embroidery Charges---Misc-Nos	Pocket Embroidary	3.00	40.00	0%	120	IGST%	CGST%	SGST%	IGST AMT
							0%	2.5%	2.5%	0
2	PROM9871-Promotions-Uniform Shirting Cloth--- Misc-Mtrs	Navy Blue 3/4 Sleeve Kurti	3.00	550.00	0%	1,650	IGST%	CGST%	SGST%	IGST AMT
							0%	2.5%	2.5%	0
Total Amount ...							0	44	44	1,859
Rupees in words : One Thousand Eight Hundred And Fifty Nine Only.										
Terms and Conditions:-										
Additional Specifications Navy Blue 3/4 Sleeve Kurti and Pocket Embroidary Uniform For Basweshavari										
Tax : Inclusive of GST and other taxes.										
Delivery Date : Within ____ days of PO										
Delivery Location : As given above.										
Transport: By Vendor or Purchaser										
Advance Paid : Nil. / ____ % of PO value.										
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Delivery Challan
Summit Sales LLP
#5-4-187, 3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad, Telangana - 500003
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy **PAN: ACQFS2044C GSTIN : 36ACQFS2044C1Z7**

Customer Details			Shipping Details		DC No	29938		
Billing Details						DC Date	24 Apr 2023	
Modi Realty Mallapur LLP 5-4-187/3&4, IIInd Floor, Soham Mansion M.G.Road Secunderabad, TELANGANA- 500003 GSTIN: 36AAEFM1459R1ZP		Sy.No 19, Mallapur Survey No 19, Mallapur, Hyderabad. NExt to NFC Rai, Hyderabad, Telangana- 500076				PO No	20230418033	
						PO Date	18 Apr 2023	
S.No	Description Of Goods						HSN/SAC	Qty
1	PROM5031-Promotions-Uniform Pocket Embroidery Charges---Misc-Nos						520420	3.00
2	PROM9871-Promotions-Uniform Shirting Cloth---Misc-Mtrs						380991	3.00

For Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorized signatory

