

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 28/4/23		Prepared by: C. MUKHERJEE		Serial no.	
Supplier name: SUMMIT SARE UP				HO inward no.	
Firm/Company: C/V Discovery Center BTL 10		Project		HO received date	
PO/WO date: 18/4/23		PO/WO No. 20230418038		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	29932	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.: 20230427067	Proof of delivery matches MRN	☐ Yes ☐ No
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Amount B – Other Credits : Transportation charges

Amount C – Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier: 1859/-

Amount E – PO / WO value: 1859/-

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	M D	Accountant	Accounts Manager
Name:	C. MUKHERJEE				
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

Email: purchase@modiproperties.com

Reporter - Copy

Customer Details

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IGST	0.00
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Bank Details

A/C No : 009763700001491

Branch : Secunderabad

Authorised signator



25/04/23 03:39:55 PM

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

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Billing Details		Customer Details		Shipping Details		DC No	
GV Discovery Centre Pvt. Ltd., 5-4-187/3&4, IInd Floor, Soham Mansion M.G.Road Secunderabad, TELANGANA- 500003 GSTIN: 36AAHCG4940K1ZC		SYNO:234&235, Turkapally Plot No.1A, Synergy Square 1, Genome Valley, Shamirpet, Hyderabad, Telangana- 500078		DC Date		29932	
				PO No		24 Apr 2023	
				PO Date		20230418038	
						18 Apr 2023	
S.No		Description Of Goods		HSN/SAC		Qty	
1		PROM5031-Promotions-Uniform Pocket Embroidery Charges---Misc-Nos				3.00	
2		PROM9871-Promotions-Uniform Shirting Cloth---Misc-Mtrs		520420		3.00	
				380991		3.00	

For Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signator

25/04/23 03:39:36 PM

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

PAN: ACQFS2044C GSTIN : 36ACQFS2044C1Z7

Customer Details

For Summit Sales, LLP

: Secunderabad