PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	02-03-2024	Prepared by	M.Mahesh	Serial no.	
Supplier name	SUMMIT SALES LLP			HO inward no.	
Firm/Company	MRM-LLP	Project	GMR	HO received date	
PO/WO date	16/08/23	PO/WO No.	20230816034	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
5.	33952	11/11/23	26,870/-	□ Yes □ No
6.				□ Yes □ No
7.				□ Yes □ No
8.				□ 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:	31,966/-
Amount E – PO / WO value:	58,836/-
Amount F – Difference (A – E):	**26,870/-**
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	**FINAL BILL**

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	M.Mahesh				
Sign:					
Date					
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.

APPROVED BY
04 MAR 2024
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

Original

Supplier Details			
Summit Sales LLP SY NO 210 & 211 RAMPALLY VILLAGE GHATKESAR MANDAL MEDCHAL- MALKAJGIRI MANDAL, TG, 500051 GSTIN:36ACQFS2044C1Z7 Hamendra, 040-66335551 purchase@modiproperties.com	PO No	20230816034	Quote No	Nil
	PO Date	16 Aug 2023	Quote Date	18 Aug 2023
	Supply Type	Purchase Order	Requisition Num	20230814042

SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	TILE1428-Tiles-Wall & Floor Tiles-Ceramic-Nitco Black Berry-300X300mm-Sqm	4.00	535.00	0%	2,140	0%	9%	9%	0	193	193	2,525
2	TILE3748-Tiles-Wall & Floor Tiles-Ceramic-Nitco Blanco White -300X300mm-Sqm	7.00	535.00	0%	3,745	0%	9%	9%	0	337	337	4,419
3	TILE3344-Tiles-Wall & Floor Tiles-Ceramic-Nitco Country Rosso -300X300mm-Sqm	8.00	553.00	0%	4,424	0%	9%	9%	0	398	398	5,220
4	TILE8585-Tiles-Floor Tiles-Basalt Beige-600X1200mm-sqm	31.00	402.00	0%	12,462	0%	9%	9%	0	1,122	1,122	14,705
5	TILE1706-Tiles-Floor Tiles-Autumn Mahagony-AGL-200X1200mm-sqm	42.00	645.00	0%	27,090	0%	9%	9%	0	2,438	2,438	31,966
								Total Amount ...	0	4,487	4,487	58,836

Rupees in words : Fifty Eight Thousands Eight Hundred And Thirty Six Only.

Terms and Conditions:-

Additional Specifications Nill.

Tax : Inclusive of GST and other taxes.

Delivery Date :	Within 1 days of PO
Delivery Location :	As given above.
Transport:	By Purchaser
Advance Paid :	Nil.
Payment Terms :	After material delivery and on submission of bills.
Bill submission:	Proof of delivery & original invoice must be delivered to Second floor, Soham Mansion, M.G. Road, Secunderabad- 03.Do not send to site.
Other Terms:	For H block 407 purpose

Notes:

1. This is a digitally generated order and no signature is required.
2. In case the vendor is unable to accept the order and supply the material, they must intimate the same by email to purchase@modiproperties.com.
3. Vendors must obtain acknowledgment from site as proof of delivery (POD) on relevant document like DC, e-way bill, packing list, etc.
4. Vendor must send original invoices to our head office (HO) on the address mentioned above. Do not send the original invoices to sites or purchase division office. An acknowledgment on a copy of the invoice will be provided upon request at our HO.
5. We reserve the right to cancel this PO and seek refund of the advance paid in case of delay in delivery or items delivered are not as per specifications, including delivery of defective material.
6. Payment against delivery /installation shall only be made after receipt of original signed invoice at HO.

Invoiced Qty reflecting zero
po closed.

ORIGINAL INVOICE

Tax Invoice

Summit Sales LLP

SY NO 210 & 211, RAMPALLY VILLAGE, GHATKESAR MANDAL, MEDCHAL- MALKAJGIRI MANDAL, Telangana - 500051

Email: purchase@modiproperties.com

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

Customer Details		Invoice No	33952
Billing Details	Shipping Details	Invoice Date	11 Nov 2023
Modi Realty Mallapur LLP 5-4-187/3&4, IInd 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	20230816034
		PO Date	16 Aug 2023

S.No	Description Of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	TILE1428-Tiles-Wall & Floor Tiles-Ceramic-Nitco Black Berry-300X300mm-Sqm	69072300	4.00	535.00	2,140	18.00	385.2
2	TILE3748-Tiles-Wall & Floor Tiles-Ceramic-Nitco Blanco White -300X300mm-Sqm	69072300	7.00	535.00	3,745	18.00	674.1
3	TILE3344-Tiles-Wall & Floor Tiles-Ceramic-Nitco Country Rosso -300X300mm-Sqm	69072300	8.00	553.00	4,424	18.00	796.32
4	TILE8585-Tiles-Floor Tiles-Basalt Beige-600X1200mm-sqm	69010030	31.00	402.00	12,462	18.00	2,243.16
				Total Taxable Amount	**22,771.00**		**4,098.78**
				Total Invoice Amount			**26,870.00**
	IGST	**CGST**	**SGST**				
	0.00	**2,049.39**	**2,049.39**				

Rupees : Twenty Six Thousands Eight Hundred And Seventy Only.

Bank Details

SUMMIT SALES LLP R.R. DIST. IN WARD No: 115413 Date: 11/11/23 Sign:

For Summit Sales LLP