PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	11/12/2020	Prepared by:	T.D. Murthy
PO/WO no.	72636	PO / WO Date.	02/12/2020
Supplier Name	Summit Sale LLP	PO/WO amount	Rs. 1,235/-
Firm/Company	Modi Properties PVT LTD	Project	Head Office
Sl. No.	Bill No.	Bill Date	Bill amount
1.	14538	02/12/2020	Rs. 1,235/-
2.	-	-	-
3.	-	-	-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 1,235/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	12346	02/12/2020	-	☑ Yes □ No
2.	-	-	-	□ Yes □ No
3.	-	-	-	□ Yes □ No
4.	-	-	-	□ Yes □ No
Amount B –Other Credits :				-
Amount C –Other Debits :				-
Amount D (D=A+B-C) – Amount to be credited to the supplier:				Rs. 1,235/-
Amount E – PO / WO value:				Rs. 1,235/-
Amount F – Difference (A – E):				-

Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Other (explained below)
Is difference between PO / Bill acceptable?	☑ Yes □ No (explained below)
Excess / short material received	☑ Approved – within acceptable limits □ No (explained below)
Close PO / W?O	☑ Yes □ No – wait for balance material □ No (explained below)
Advance paid / PDC given (deduct when paying)	□ Yes – Rs.______/- ☑ No
Payment – due date	**12/12/2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 11 DEC 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date							

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

TAX INVOICE

Summit Sales LLP

ORIGINAL INVOICE

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Modi Properties Pvt. Ltd.	Invoice No.	14538
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	Invoice Date.	02-12-2020
	PO No.	72636
	PO Date.	02-12-2020
	Req ID	61993
GSTIN : 36AABCM4761E1ZM	Req Date	02-12-2020
	Loc Req No	16713

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7353 - Plumbing - other - Green Hose pipe - Other -		30	26.25	787.50	18	141.76
2	10006 - Plumbing - GI - Ball Valve - 1/2 In - nos	8481	1	259.00	259.00	18	46.62
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12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	1,046.50	188.38
	94.19	94.19	Total Invoice Amount	1,234.87	

Rupees : One Thousand Two Hundred Thirty Four and Paise Eighty Seven Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 71976 Date 08/12 Sign. Neha

Authorised signatory

Requisition Form

Company Name:	MPPL		Date:	03-11-2020	
Site & Phase :	Head Office		Time:	10:30PM	
Supplier			Req. No.	16713	
Material required before date:		Urgent	ID No.	61993	

No	Discription	Size	Quantity	Unibts	Inward No	Date
1	curing pipe	STD	01	NOS		
2	Ball valve	½"	01	NOS		
3	72636					
4						
5						
6						
7						
8						
9						
10						

Remarks :Towards 2nd floor NW side work purpose.

Prepared By	Meenakshi.N	Approved by	
Date	03-11-2020	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.

APPROVED
03 DEC 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE

DELIVERY CHALLAN

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

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	DC No.	12346
Modi Properties Pvt. Ltd.	DC Date.	02-12-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	72636
	PO Date.	02-12-2020
	Req ID	61993
	Req Date	02-12-2020
GSTIN : 36AABCM4761E1ZM	Loc Req No	16713

	Description of Goods	HSN/SAC	Qty
1	7353 - Plumbing - other - Green Hose pipe - Other - Mtrs		30
2	10006 - Plumbing - GI - Ball Valve - 1/2 In - nos	8481	1
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Received 03/12

INWARD
Inward No: 539 Dt: 02/12/20
MRN No: Dt:
Received By: Sign:
MODI PROPERTIES

MODI PROPERTIES PVT. LTD.
INWARD
No. 43570
Date 7/12/20
Sign

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

Summit Sales LLP

TRANSIT COPY

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	14538
Modi Properties Pvt. Ltd.	Invoice Date.	02-12-2020
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	72636
	PO Date.	02-12-2020
	Req ID	61993
GSTIN : 36AABCM4761E1ZM	Req Date	02-12-2020
	Loc Req No	16713

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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