

**PURCHASE DIVISION**  
Advice for approval for credit to supplier

*Barcode missing  
Mismatch Req  
Part Bill Sent to Accounts*

|                                                               |                         |                                                                                                                                                                           |                     |                                                                     |
|---------------------------------------------------------------|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|---------------------------------------------------------------------|
| Date:                                                         | 11/11/20                |                                                                                                                                                                           | Prepared by:        | D.SOWMYA                                                            |
| PO/WO no.                                                     | 71360                   |                                                                                                                                                                           | PO / WO Date.       | 16/10/20                                                            |
| Supplier Name                                                 | SSLP                    |                                                                                                                                                                           | PO/WO amount        | 3,240.                                                              |
| Firm/Company                                                  | Modi builders methodist |                                                                                                                                                                           | Project             | Modi builders.                                                      |
| Sl. No.                                                       | Bill No.                | Bill Date                                                                                                                                                                 | Bill amount         |                                                                     |
| 1                                                             | 14128                   | 7/11/20                                                                                                                                                                   | 879                 |                                                                     |
| 2                                                             |                         |                                                                                                                                                                           |                     |                                                                     |
| 3                                                             |                         |                                                                                                                                                                           |                     |                                                                     |
| 4                                                             |                         |                                                                                                                                                                           |                     |                                                                     |
| Amount A – Bills total(Excluding Transport & Hamali Charges): |                         |                                                                                                                                                                           |                     | 879                                                                 |
| Sl. No.                                                       | DC No                   | DC. Date                                                                                                                                                                  | MRN No.             | DC matches MRN                                                      |
| 1.                                                            | 11994                   | 7/11/20                                                                                                                                                                   |                     | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 2.                                                            |                         |                                                                                                                                                                           |                     | <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| 3.                                                            |                         |                                                                                                                                                                           |                     | <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| Amount B –Other Credits : Transportation charges              |                         |                                                                                                                                                                           |                     |                                                                     |
| Amount C –Other Debits :                                      |                         |                                                                                                                                                                           |                     |                                                                     |
| Amount D (D=A+B-C) – Amount to be credited to the supplier:   |                         |                                                                                                                                                                           |                     | 879                                                                 |
| Amount E – PO / WO value:                                     |                         |                                                                                                                                                                           |                     | 3,240                                                               |
| Amount F – Difference (A – E): GST-18%                        |                         |                                                                                                                                                                           |                     |                                                                     |
| Quantity received as per PO / WO                              |                         | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below) |                     |                                                                     |
| Is difference between PO / Bill acceptable?                   |                         | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (explained below)                                                                                     |                     |                                                                     |
| Excess / short material received                              |                         | <input type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)                                                                |                     |                                                                     |
| Close PO / W?O                                                |                         | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)                             |                     |                                                                     |
| Advance paid / PDC given (deduct when paying)                 |                         | <input type="checkbox"/> Yes – Rs. ___/- <input checked="" type="checkbox"/> No                                                                                           |                     |                                                                     |
| Payment – due date                                            |                         | 14.11.2020                                                                                                                                                                |                     |                                                                     |
| Remarks:                                                      |                         |                                                                                                                                                                           |                     |                                                                     |
|                                                               |                         |                                                                                                                                                                           |                     |                                                                     |
| Approved by                                                   | Purchase Officer        | Purchase Manager                                                                                                                                                          | Procurement Manager | M D                                                                 |
| Sign:                                                         | <i>[Signature]</i>      | <i>[Signature]</i>                                                                                                                                                        | <i>[Signature]</i>  |                                                                     |
| Date                                                          | 11/11/20                | 30/11                                                                                                                                                                     | 30 NOV 2020         |                                                                     |

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. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- 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 &amp; 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

**GSTIN/UNI: 36ACQFS2044C1Z7**

1 of 1 : 07-11-2020

| Customer Details                                                                                          |                                                   |         |       | Invoice No.          | 14128      |      |         |
|-----------------------------------------------------------------------------------------------------------|---------------------------------------------------|---------|-------|----------------------|------------|------|---------|
| Modi Builders Methodist Complex<br>Opp Chermas, Abids Main Road, Hyderabad<br><br>GSTIN : 36AABFM2938C2ZK |                                                   |         |       | Invoice Date.        | 07-11-2020 |      |         |
|                                                                                                           |                                                   |         |       | PO No.               | 71360      |      |         |
|                                                                                                           |                                                   |         |       | PO Date.             | 16-10-2020 |      |         |
|                                                                                                           |                                                   |         |       | Req ID               | 60776      |      |         |
|                                                                                                           |                                                   |         |       | Req Date             | 15-10-2020 |      |         |
|                                                                                                           |                                                   |         |       | Loc Req No           | 16578      |      |         |
|                                                                                                           | Description of Goods                              | HSN/SAC | Qty   | Rate                 | Gross      | Tax% | Tax Amt |
| 1                                                                                                         | 4039 - Consumables - Lisol Cleaning Liquid - NA - | 3808    | 3     | 85.00                | 255.00     | 18   | 45.90   |
| 2                                                                                                         | 4006 - Consumables - Bucket - other - nos         | 7310    | 2     | 245.00               | 490.00     | 18   | 88.20   |
|                                                                                                           | Plastic wth Mug                                   |         |       |                      |            |      |         |
| 3                                                                                                         |                                                   |         |       |                      |            |      |         |
| 4                                                                                                         |                                                   |         |       |                      |            |      |         |
| 5                                                                                                         |                                                   |         |       |                      |            |      |         |
| 6                                                                                                         |                                                   |         |       |                      |            |      |         |
| 7                                                                                                         |                                                   |         |       |                      |            |      |         |
| 8                                                                                                         |                                                   |         |       |                      |            |      |         |
| 9                                                                                                         |                                                   |         |       |                      |            |      |         |
| 10                                                                                                        |                                                   |         |       |                      |            |      |         |
| 11                                                                                                        |                                                   |         |       |                      |            |      |         |
| 12                                                                                                        |                                                   |         |       |                      |            |      |         |
| 13                                                                                                        |                                                   |         |       |                      |            |      |         |
| 14                                                                                                        |                                                   |         |       |                      |            |      |         |
| 15                                                                                                        |                                                   |         |       |                      |            |      |         |
|                                                                                                           | IGST                                              | CGST    | SGST  | Total Taxable Amount | 745.00     |      | 134.10  |
|                                                                                                           |                                                   | 67.05   | 67.05 | Total Invoice Amount | 879.10     |      |         |

Rupees : Eight Hundred Seventy Nine and Paise Ten Only.

for Summit Sales LLP

  
Authorized signatory

Subject to Hyderabad Jurisdiction

# Purchase Order

Page(s) 1 Of 2

28-11-2020 13:49:25

Original / Office Copy / Purchase Div. Copy

From Company : **Modi Builders Methodist Complex**  
5-4-187/3 & 4, IInd Floor, M.G. Road, Secunderabad - 500003  
GST No. : 36AABFM2938C22K

| Supplier Details                                               |            |          |            |
|----------------------------------------------------------------|------------|----------|------------|
| Summit Sales LLP                                               |            |          |            |
| 5-4-187/3&4, II nd floor, Soham Mansion, MG Road, Secunderabad |            |          |            |
| GSTIN 36ACQFS2044C1Z7                                          |            |          |            |
| 040-66335551                                                   |            |          |            |
| 9618244433                                                     |            |          |            |
| Doc No                                                         | Doc Date   | Quote No | Quote Date |
| 71360                                                          | 16-10-2020 | Nil      | 16-10-2020 |
| SupplyType                                                     | Supply     |          |            |

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

| Item Name                                                | Qty  | Rate   | Dis% | GST   | Amount   |
|----------------------------------------------------------|------|--------|------|-------|----------|
| 1 4000 - Consumables - Acid - NA - ltrs                  | 5.00 | 20.00  | 0.00 | 18.00 | 118.00   |
| 2 4039 - Consumables - Liso! Cleaning Liquid - NA - ltrs | 6.00 | 85.00  | 0.00 | 18.00 | 601.80   |
| 3 4035 - Consumables - Harpic - Cleaner - 500ml - nos    | 6.00 | 85.00  | 0.00 | 18.00 | 601.80   |
| 4 4046 - Consumables - Phinyle - 1ltr - nos              | 5.00 | 50.00  | 0.00 | 18.00 | 295.00   |
| 5 4059 - Consumables - Surf Detergent Powder - NA - kgs  | 6.00 | 25.00  | 0.00 | 18.00 | 177.00   |
| 6 4041 - Consumables - Mopping stick - NA - nos          | 3.00 | 125.00 | 0.00 | 18.00 | 442.50   |
| 7 4006 - Consumables - Bucket - other - nos              | 2.00 | 245.00 | 0.00 | 18.00 | 578.20   |
| 8 4008 - Consumables - Cleaning Cloth - other - nos      | 6.00 | 16.00  | 0.00 | 5.00  | 100.80   |
| 9 4040 - Consumables - Mopping Cloth - NA - nos          | 6.00 | 16.00  | 0.00 | 5.00  | 100.80   |
| 10 4071 - Consumables - Wiper - Other - nos              | 2.00 | 95.00  | 0.00 | 18.00 | 224.20   |
| Total Order Value . . .                                  |      |        |      |       | 3,240.10 |

Rupees : Three Thousand Two Hundred Forty and Paise Ten Only.

Terms and Conditions :-

Specification / Brand As per details given in the quotation.

Payment Terms After Delivery & Production of bill

Tax All taxes included in above price.

Delivery Date Next Working Day.

Delivery Location Methodist Complex

Opp Chermas, Abids Main Road, Hyderabad.

Phone. Contact Eng. 9100039547

Penalty For Delay Nil

Transportation Cost Transport cost shall be borne by us.

Warranty Nil

For **Modi Builders Methodist Complex**

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Date : / /

Name :

Name :

Part Quantity Received & of received.  
Bill No. 14128 dt-07/11/2020 Amt 879/-  
Balance Amt 1,236/-  
30/11/2020  
bills will bill not received  
8/11/20

**Purchase Order**

|                 |                                                                                                                     |
|-----------------|---------------------------------------------------------------------------------------------------------------------|
| Advance Paid    | Nil                                                                                                                 |
| Other Terms     | We reserve the right to reject items not conforming to quality and specifications.Above order for site use purpose. |
| Completion Date | NA                                                                                                                  |
| Measurement     | NA                                                                                                                  |
| Security        | Nil                                                                                                                 |
| Remarks         |                                                                                                                     |

For **Modi Builders Methodist Complex**

Authorised Signatory

For **Summit Sales LLP**

Accepted the above Terms And Conditions

Contract

Name : \_\_\_\_\_

Name : \_\_\_\_\_

Date : \_\_/\_\_/\_\_\_\_

### Requisition Form

|                                                           |                |               |              |          |          |
|-----------------------------------------------------------|----------------|---------------|--------------|----------|----------|
| Company Name:                                             |                | MNM           |              | Date:    | 22.04.09 |
| Site & Phase :                                            |                | Nilgiri Homes |              | Time:    | 10.20 AM |
| Supplier                                                  |                |               |              | Req. No. | 16578    |
| Material required before date:                            |                | 22.04.09      |              | ID No.   |          |
| No                                                        | Description    | Size          | Quantity     | Units    |          |
| 1                                                         | <b>Ballies</b> | 18'           | 200          | Nos      |          |
| 2                                                         | Ballies        | 10'           | 100          | Nos      |          |
| 3                                                         |                |               |              |          |          |
| 4                                                         |                |               |              |          |          |
| 5                                                         |                |               |              |          |          |
| 6                                                         |                |               |              |          |          |
| 7                                                         |                |               |              |          |          |
| 8                                                         |                |               |              |          |          |
| Remarks: For over head tank top side slope wall casting.. |                |               |              |          |          |
| Prepared By                                               |                | K. Yadagiri.  | Approved by  |          |          |
| Sign. & Date                                              |                |               | Sign. & Date |          |          |

### Requisition Form

|                                |             |               |              |          |  |
|--------------------------------|-------------|---------------|--------------|----------|--|
| Company Name:                  |             | MNM           |              | Date:    |  |
| Site & Phase :                 |             | Nilgiri Homes |              | Time:    |  |
| Supplier                       |             |               |              | Req. No. |  |
| Material required before date: |             |               |              | ID No.   |  |
| No                             | Description | Size          | Quantity     | Units    |  |
| 1                              |             |               |              |          |  |
| 2                              |             |               |              |          |  |
| 3                              |             |               |              |          |  |
| 4                              |             |               |              |          |  |
| 5                              |             |               |              |          |  |
| 6                              |             |               |              |          |  |
| 7                              |             |               |              |          |  |
| 8                              |             |               |              |          |  |
| Remarks:.                      |             |               |              |          |  |
| Prepared By                    |             | K. Yadagiri   | Approved by  |          |  |
| Sign. & Date                   |             |               | Sign. & Date |          |  |

## DELIVERY CHALLAN

**Summit Sales LLP**

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

**GSTIN/UNI: 36ACQFS2044C1Z7**

1 of 1 : 07-11-2020

| Customer Details                        |                                                         | DC No.     | 11994      |
|-----------------------------------------|---------------------------------------------------------|------------|------------|
| Modi Builders Methodist Complex         |                                                         | DC Date.   | 07-11-2020 |
| Opp Chermas, Abids Main Road, Hyderabad |                                                         | PO No.     | 71360      |
|                                         |                                                         | PO Date.   | 16-10-2020 |
|                                         |                                                         | Req ID     | 60776      |
| GSTIN : 36AABFM2938C2ZK                 |                                                         | Req Date   | 15-10-2020 |
|                                         |                                                         | Loc Req No | 16578      |
|                                         | Description of Goods                                    | HSN/SAC    | Qty        |
| 1                                       | ✓ 4039 - Consumables - Liso Cleaning Liquid - NA - ltrs | 3808       | 3          |
| 2                                       | ✓ 4006 - Consumables - Bucket - other - nos             | 7310       | 2          |
| 3                                       |                                                         |            |            |
| 4                                       |                                                         |            |            |
| 5                                       |                                                         |            |            |
| 6                                       |                                                         |            |            |
| 7                                       |                                                         |            |            |
| 8                                       |                                                         |            |            |
| 9                                       |                                                         |            |            |
| 10                                      |                                                         |            |            |
| 11                                      |                                                         |            |            |
| 12                                      |                                                         |            |            |
| 13                                      |                                                         |            |            |
| 14                                      |                                                         |            |            |
| 15                                      |                                                         |            |            |
| 16                                      |                                                         |            |            |
| 17                                      |                                                         |            |            |
| 18                                      |                                                         |            |            |
| 19                                      |                                                         |            |            |
| 20                                      |                                                         |            |            |
| 21                                      |                                                         |            |            |
| 22                                      |                                                         |            |            |
| 23                                      |                                                         |            |            |
| 24                                      |                                                         |            |            |
| 25                                      |                                                         |            |            |
| 26                                      |                                                         |            |            |
| 27                                      |                                                         |            |            |
| 28                                      |                                                         |            |            |
| 29                                      |                                                         |            |            |
| 30                                      |                                                         |            |            |

for Summit Sales LLP

  
 Authorised signatory

Subject to Hyderabad Jurisdiction



## TAX INVOICE

**Summit Sales LLP**

TRANSIT COPY

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 07-11-2020

| Customer Details                                                                                          |                                                              |         |     | Invoice No.   |        | 14128      |         |
|-----------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|---------|-----|---------------|--------|------------|---------|
| Modi Builders Methodist Complex<br>Opp Chermas, Abids Main Road, Hyderabad<br><br>GSTIN : 36AABFM2938C2ZK |                                                              |         |     | Invoice Date. |        | 07-11-2020 |         |
|                                                                                                           |                                                              |         |     | PO No.        |        | 71360      |         |
|                                                                                                           |                                                              |         |     | PO Date.      |        | 16-10-2020 |         |
|                                                                                                           |                                                              |         |     | Req ID        |        | 60776      |         |
|                                                                                                           |                                                              |         |     | Req Date      |        | 15-10-2020 |         |
|                                                                                                           |                                                              |         |     | Loc Req No    |        | 16578      |         |
|                                                                                                           | Description of Goods                                         | HSN/SAC | Qty | Rate          | Gross  | Tax%       | Tax Amt |
| 1                                                                                                         | 4039 - Consumables - Lisol Cleaning Liquid - NA -            | 3808    | 3   | 85.00         | 255.00 | 18         | 45.90   |
| 2                                                                                                         | 4006 - Consumables - Bucket - other - nos<br>Plastic wth Mug | 7310    | 2   | 245.00        | 490.00 | 18         | 88.20   |
| 3                                                                                                         |                                                              |         |     |               |        |            |         |
| 4                                                                                                         |                                                              |         |     |               |        |            |         |
| 5                                                                                                         |                                                              |         |     |               |        |            |         |
| 6                                                                                                         |                                                              |         |     |               |        |            |         |
| 7                                                                                                         |                                                              |         |     |               |        |            |         |
| 8                                                                                                         |                                                              |         |     |               |        |            |         |
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| 10                                                                                                        |                                                              |         |     |               |        |            |         |
| 11                                                                                                        |                                                              |         |     |               |        |            |         |
| 12                                                                                                        |                                                              |         |     |               |        |            |         |
| 13                                                                                                        |                                                              |         |     |               |        |            |         |
| 14                                                                                                        |                                                              |         |     |               |        |            |         |
| 15                                                                                                        |                                                              |         |     |               |        |            |         |
| IGST                                                                                                      |                                                              |         |     | CGST          |        | SGST       |         |
| Total Taxable Amount                                                                                      |                                                              |         |     | 745.00        |        | 134.10     |         |
| Total Invoice Amount                                                                                      |                                                              |         |     | 879.10        |        |            |         |
| Rupees : Eight Hundred Seventy Nine and Paise Ten Only.                                                   |                                                              |         |     |               |        |            |         |

for Summit Sales LLP

  
 Authorised signatory

Subject to Hyderabad Jurisdiction