

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 15/3/21		Prepared by: PRABHAKAR	
PO/WO no. 75222		PO / WO Date. 25/2/21	
Supplier Name SLLP		PO/WO amount 826.38	
Firm/Company MPL		Project MPL	
Sl. No.	Bill No.	Bill Date	Bill amount
1	16208	1/3/21	826.38
2			/
3			
Amount A – Bills total(Excluding Transport & Hamali Charges):			826.38
Sl. No.	DC .No	DC. Date	MRN No.
1.	13861	1/3/21	89532
2.			
3.			
Amount B –Other Credits : Transportation charges/Charges			
Amount C –Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			826.38
Amount E – PO / WO value:			826.38
Amount F – Difference (A – E): GST-18%			
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		15/3	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
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. 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

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

ORIGINAL INVOICE

Email: purchase@modiproperties.com

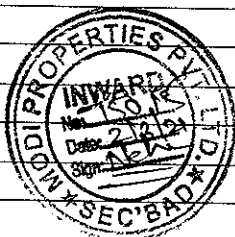
Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 01-03-2021

Customer Details				Invoice No.	16208		
Modi Properties Private Limited, Sy No. 82/1, Mallapur, Nacharam, Hyderabad GSTIN : 36AABCM4761E1ZM				Invoice Date.	01-03-2021		
				PO No.	75222		
				PO Date.	25-02-2021		
				Req ID	64333		
				Req Date	24-02-2021		
				Loc Req No	177426		
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos blue-40 blk-20	9608	60	3.50	210.00	12	25.20
2	7593 - Stationery - other - Stapler - other - nos	9608	5	37.00	185.00	18	33.30
3	7509 - Stationery - other - Calculator - NA - nos		2	158.00	316.00	18	56.88
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13							
14							
15							
IGST				CGST		SGST	
				57.69		57.69	
Total Taxable Amount				711.00		115.38	
Total Invoice Amount				826.38			

Rupees : Eight Hundred Twenty Six and Paise Thirty Eight Only.



for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Summit Sales LLP

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

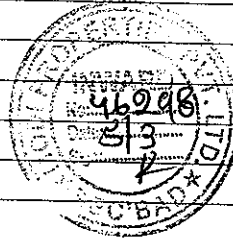
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 01-03-2021

Customer Details		DC No.	13861
Modi Properties Private Limited., Sy No. 82/1, Mallapur, Nacharam, Hyderabad		DC Date.	01-03-2021
		PO No.	75222
		PO Date.	25-02-2021
		Req ID	64333
		Req Date	24-02-2021
GSTIN : 36AABCM4761E1ZM		Loc Req No	177426
	Description of Goods	HSN/SAC	Qty
1	7560 - Stationery - other - Pen - NA - nos	9608	60
2	7593 - Stationery - other - Stapler - other - nos	9608	5
3	7509 - Stationery - other - Calculator - NA - nos		2
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Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 5746	Dt: 01/3/21
MRN No: 89532	Dt:
Received By:	Sign: N/3cm
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.	

for Summit Sales LLP

Authorised signatory

TAX INVOICE

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

1 of 1 : 01-03-2021

Customer Details				Invoice No.		16208	
-Modi Properties Private Limited, Sy No. 82/1, Mallapur, Nacharam, Hyderabad GSTIN : 36AABCM4761E1ZM				Invoice Date.		01-03-2021	
				PO No.		75222	
				PO Date.		25-02-2021	
				Req ID		64333	
				Req Date		24-02-2021	
				Loc Req No		177426	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos blue-40 blk-20	9608	60	3.50	210.00	12	25.20
2	7593 - Stationery - other - Stapler - other - nos	9608	5	37.00	185.00	18	33.30
3	7509 - Stationery - other - Calculator - NA - nos		2	158.00	316.00	18	56.88
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9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
57.69				57.69		Total Taxable Amount	
				Total Invoice Amount		711.00	
						115.38	
						826.38	
Rupees : Eight Hundred Twenty Six and Paise Thirty Eight Only.							

Rupees : Eight Hundred Twenty Six and Paise Thirty Eight Only.

Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 13746	Dt: 01/3/21
MRN No: 89539	Dt:
Received By:	Sign: <i>[Signature]</i>
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.	

for Summit Sales LLP

Authorised signatory

Purchase Order

Page(s) : 1 of 1

25-02-2021 14:30:32



75222

25.02.21 10:26:00

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
GST No. : 36AABCM4761E1ZM

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	75222	177426
Doc Date	25-02-2021	
Quote No	Nil	
Quote Date	25-02-2021	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7560 - Stationery - other - Pen - NA - nos blue-40 blk-20	60.00	3.50	0.00	12.00	235.20
2 7593 - Stationery - other - Stapler - other - nos	5.00	37.00	0.00	18.00	218.30
3 7509 - Stationery - other - Calculator - NA - nos	2.00	158.00	0.00	18.00	372.88
Total Order Value . . .					826.38

Rupees : Eight Hundred Twenty Six and Paise Thirty Eight Only.

Terms and Conditions :-**Specification /** 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** May Flower Platinum
Sy 82/1, Mallapur, Nacharam.
Phone. 7680971999**Penalty For Delay** Nil**Transportation** Transport cost shall be borne by us.**Warranty** Nil**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**Measurment** NA**Security** Nil**Remarks**For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name : _____

Content :-

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		Modi Properties pvt.ltd		Date:		24.02.2021	
Site & Phase :		May Flower Platinum		Time:		11:17	
Supplier				Req.No.		177426	
Material required before date:		27.02.2021		ID No.		64333	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Blue Pens	std	04	Boxes			
2	Black Pens	std	02	Boxes			
3	Small Staplers	std	05	No's			
4	Calculators	std	02	No's			
5							
6							
7							
8							
9							
10							
Remarks: Towards Office use purpose							
Prepared By		B.Nandini		Approved by		S.V.Subba Reddy	
Sign.& Date		24.02.2021		Sign. & Date		24.02.2021	

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

APPROVED
24 FEB 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE