PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25/03/2021	Prepared by:	MANISH.
PO/WO no.	75636.	PO / WO Date.	17/03/2021
Supplier Name	SSLLP.	PO/WO amount	472/-
Firm/Company	MPPL	Project	HO.
Sl. No.	Bill No.	Bill Date	Bill amount
1	16475 -	18/03/2021	472/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			472/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	14109	18/03/2021		☑ Yes □ No
2.				□ Yes □ No
3.				□ 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:	472/-
Amount E – PO / WO value:	472/-
Amount F – Difference (A – E): GST-18%	NIL.

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	26/03/2021
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 25 MAR 2021				
Date		25/3	MANISH PARIKH				

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	16475
Modi Properties Pvt. Ltd.	Invoice Date.	18-03-2021
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	75636
	PO Date.	17-03-2021
	Req ID	64714
	Req Date	16-03-2021
GSTIN : 36AABCM4761E1ZM	Loc Req No	182705

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4585 - Electrical - other - Insulation tape - NA - nos	8546	40	10.00	400.00	18	72.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	400.00		72.00
	36.00	36.00	Total Invoice Amount		472.00	

Rupees : Four Hundred Seventy Two Only.

MODI PROPERTIES PVT. LTD. *SEC'BAD* INWARD No: 75719 Date: 20/3 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

75636
15.03.21 12:26:21

Iv.Copy

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

Supplier Details			
Summit Sales LLP	**Doc No**	75636	182705
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	17-03-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	17-03-2021	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4585 - Electrical - other - Insulation tape - NA - nos	40.00	10.00	0.00	18.00	472.00
					Total Order Value . . .	**472.00**

Rupees : Four Hundred Seventy Two Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penality 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 items electrical work purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	05-03-2021
Site & Phase :	Head office	Time:	15:45PM
Supplier		Req. No.	182705
Material required before date: Urgent		ID No.	64714

No	Description	Size	Quantity	Units	Inward No	Date
1	Insulation tapes	STD	02	box		
2						
3	75636					
4						
5			APPROVED			
6			18 MAR 2021			
7						
8			MINISH PARIKH MANAGER PROCUREMENT			
9						
10						

Remarks :Towards electrical work purpose..

Prepared By	Meenakshi. N	Approved by	
Sign.& Date	16-03-2021	Sign. & Date	

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

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.	14109
Modi Properties Pvt. Ltd.	DC Date.	18-03-2021
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	75636
	PO Date.	17-03-2021
	Req ID	64714
GSTIN : 36AABCM4761E1ZM	Req Date	16-03-2021
	Loc Req No	182705

	Description of Goods	HSN/SAC	Qty
1	4585 - Electrical - other - Insulation tape - NA - nos	8546	40
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
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28			
29			
30			

INWARD
Inward No: 932 Dt: 18/03/21
MRN No: Dt:
Received By: Sign:
MODI PROPERTIES

MODI PROPERTIES PVT. LTD.
INWARD
No. 4665
Date 22/3
Sign
SEC'BAD

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.	16475
Modi Properties Pvt. Ltd.	Invoice Date.	18-03-2021
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	PO No.	75636
	PO Date.	17-03-2021
	Req ID	64714
GSTIN : 36AABCM4761E1ZM	Req Date	16-03-2021
	Loc Req No	182705

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4585 - Electrical - other - Insulation tape - NA - nos	8546	40	10.00	400.00	18	72.00
2							
3							
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15							

IGST	CGST	SGST	Total Taxable Amount	400.00		72.00
	36.00	36.00	Total Invoice Amount	472.00		

Rupees : Four Hundred Seventy Two Only.

for Summit Sales LLP

Authorised signatory

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