

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	27-03-21	Prepared by:	PRABHAKAR
PO/WO no.	75674	PO / WO Date.	18-03-21
Supplier Name	SUMMIT SALES LLP	PO/WO amount	4,064-24
Firm/Company	Modi Realty Mallapur LLP	Project	GMR
Sl. No.	Bill No.	Bill Date	Bill amount
1	16555	20-3-21	4,064-24
2			
3			
Amount A – Bills total(Excluding Transport & Hamali Charges):			4,064-24
Sl. No.	DC .No	DC. Date	MRN No.
1.	14176	20-03-21	90452
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:			4,064-24
Amount E – PO / WO value:			4,064-24
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		29-03-21	
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 - 500005

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 20-03-2021

Customer Details				Invoice No.		16555	
Modi Reality Mallapur LLP Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge, GSTIN : 36AAEFM1459R1ZP				Invoice Date.		20-03-2021	
				PO No.		75674	
				PO Date.		18-03-2021	
				Req ID		64757	
				Req Date		18-03-2021	
				Loc Req No		68849	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	5	220.00	1,100.00	12	132.00
2	7530 - Stationery - other - Folder cover - NA - nos A3		300	5.50	1,650.00	18	297.00
3	7584 - Stationery - other - Scribbling Pads - other -		10	12.00	120.00	18	21.60
4	7560 - Stationery - other - Pen - NA - nos Blue	9608	10	5.50	55.00	12	6.60
5	7505 - Stationery - other - Binder Clips - other - Big	8305	5	20.00	100.00	18	18.00
6	7505 - Stationery - other - Binder Clips - other - Small	8305	5	20.00	100.00	18	18.00
7	3516 - Computers and Peripherals - Mouse - NA - nos	84716060	2	189.00	378.00	18	68.04
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
				280.62		280.62	
Total Taxable Amount				3,503.00		561.24	
Total Invoice Amount				4,064.24			

Rupees : Four Thousand Sixty Four and Paise Twenty Four Only.

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order

75674

15.03.21 12:26:21

From Company : **Modi Reality Mallapur LLP**
 5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
 G S T No. : 36AAEFM1459R1ZP

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	75674	68849
Doc Date	18-03-2021	
Quote No	Nil	
Quote Date	18-03-2021	
SupplyType	Supply	

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name

Item Name	Qty	Rate	Dis%	GST	Amount
1 7555 - Stationery - other - Paper - A4 - bundles	5.00	220.00	0.00	12.00	1,232.00
2 7530 - Stationery - other - Folder cover - NA - nos A3	300.00	5.50	0.00	18.00	1,947.00
3 7584 - Stationery - other - Scribbling Pads - other - nos	10.00	12.00	0.00	18.00	141.60
4 7560 - Stationery - other - Pen - NA - nos Blue	10.00	5.50	0.00	12.00	61.60
5 7505 - Stationery - other - Binder Clips - other - boxes Big	5.00	20.00	0.00	18.00	118.00
6 7505 - Stationery - other - Binder Clips - other - boxes Small	5.00	20.00	0.00	18.00	118.00
7 3516 - Computers and Peripherals - Mouse - NA - nos	2.00	189.00	0.00	18.00	446.04
Total Order Value . . .					4,064.24

Rupees : Four Thousand Sixty Four and Paise Twenty Four 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	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. Next to NFC Railway Over Bridge
Penality For Delay	Phone. Contact: Security _____, Admin 9502211011 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
Assurment	NA
Security	Nil

Modi Reality Mallapur LLP

Authorized Signatory

Accepted the above Terms And Conditions
 For **Summit Sales LLP**

Name : _____

Date : ____/____/____

Purchase Order

Page(s) 2 Of 2

18-03-2021 11:48:45

Remarks

Original / Office Copy / Purchase Div. Copy

Modi Reality Mallapur LLP

Authorized Signatory

Signature :



Name : _____

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Date : __/__/__

Requisition Form

Company Name:		Modi realty Mallapur LLP		Date:		18.03.2021	
Site & Phase :		GMR		Time:		17:00	
Supplier				Req. No.		68849	
Material required before date:		20.03.2021		ID No.		64757	

No	Description	Size	Quantity	Units	Inward No	Date
1.	A4 papers	std	5	Bundles		
2	A3 file folders	Std	5	Packets		
3	Scripling pads	std	10	No's		
4	Blue Pen	Std	10	No's		
5	Binding clips	big	5	Boxes		
6	Binding clips	Small	5	Boxes		
7.	Mouse (Laptop)	Std	02	No's		

Remarks: For site and sales staff use purpose..

Prepared By :	Likhitha	Approved by	
Sign & Date :	18.03.2021	Sign. & Date	

Not

APPROVED BY
18 MAR 2021
PROJECT MANAGER

APPROVED
18 MAR 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

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

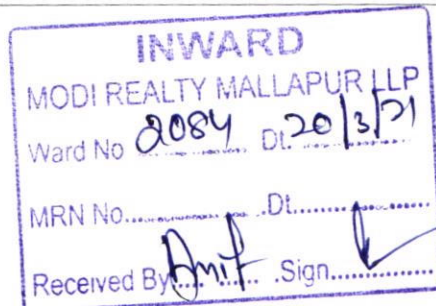
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1 of 1 : 20-03-2021

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GSTIN : 36AAEFM1459R1ZP				PO Date.		18-03-2021	
				Req ID		64757	
				Req Date		18-03-2021	
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Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

16.45

DELIVERY CHALLAN

Summit Sales LLP

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

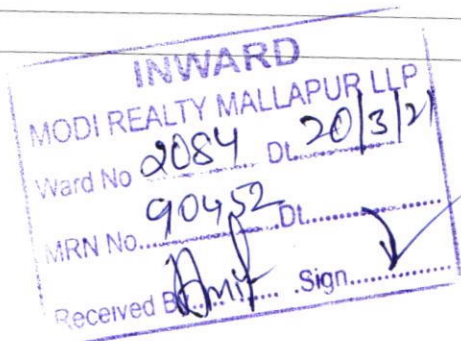
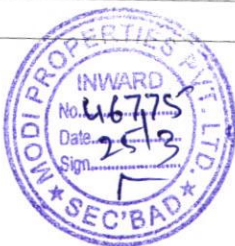
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 20-03-2021

Customer Details		DC No.	14176
Modi Reality Mallapur LLP		DC Date.	20-03-2021
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge, GSTIN : 36AAEFM1459R1ZP		PO No.	75674
		PO Date.	18-03-2021
		Req ID	64757
		Req Date	18-03-2021
		Loc Req No	68849
	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	5
2	7530 - Stationery - other - Folder cover - NA - nos		300
3	7584 - Stationery - other - Scribbling Pads - other - nos		10
4	7560 - Stationery - other - Pen - NA - nos	9608	10
5	7505 - Stationery - other - Binder Clips - other - boxes	8305	5
6	7505 - Stationery - other - Binder Clips - other - boxes	8305	5
7	3516 - Computers and Peripherals - Mouse - NA - nos	84716060	2
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for Summit Sales LLP

Authorised signatory

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