PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	4/5/21	Prepared by:	Prabhakar.
PO/WO no.	76502	PO / WO Date.	20/4/21
Supplier Name	Summit Sals LLP	PO/WO amount	3874.53
Firm/Company	Modi Realty Pocharam LLP	Project	NGH
Sl. No.	Bill No.	Bill Date	Bill amount
	17045	21/4/21	2753.53
			/
Amount A – Bills total(Excluding Transport & Hamali Charges):			2753.53

Sl. No.	DC.No	DC. Date	MRN No.	DC matches MRN
1.	14598	21/4/21	91345	☑ Yes □ No
2.				□ Yes □ No
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:	2753.53
Amount E – PO / WO value:	3874.53
Amount F – Difference (A – E): GST-18%	1121.00

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	10/5/21
Remarks:	← Part bill ← → Incentive - 20/-

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		4/5/21					

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/-

Purchase Order

20-04-2021 15:43:08

...ny : **Modi Reality Pocharam LLP**
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-50...
G S T No. : 36ABIFM1836H1Z7

76502
16.04.21 1:10:45

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	76502	181565
Doc Date	20-04-2021	
Quote No	Nil	
Quote Date	20-04-2021	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7507 - Stationery - other - Box file - Big - nos A4 (Rexine -Blue)	1.00	94.50	0.00	18.00	111.51
2	7507 - Stationery - other - Box file - Big - nos A4 (Rexine -Black)	1.00	94.50	0.00	18.00	111.51
3	7507 - Stationery - other - Box file - Big - nos A4 (Rexine -Red)	1.00	94.50	0.00	18.00	111.51
4	7578 - Stationery - other - Ring Binder - other - nos A3	20.00	95.00	0.00	18.00	2,242.00
5	7529 - Stationery - other - File Folders - NA - nos A3	200.00	5.50	0.00	18.00	1,298.00
	Rupees : Three Thousand Eight Hundred Seventy Four and Paise Fifty Three Only. **Total Order Value . . .**					**3,874.53**

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	Nilgiri Heights pocharam Phone. .9849497484
Penality For Delay	Nil
Transportation Cost	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 circulars filling plans filling purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

Part Bill
Invoice no: 17045
Amount: 2753.53
Date: 21/4/21
Ballance pending

Modi Reality Pocharam LLP
...horised Signatory

...ne :

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

Name :

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	Invoice No.	17045
Modi Realty Pocharam LLP	Invoice Date.	21-04-2021
Nilgiri Heights, Pocharam	PO No.	76502
	PO Date.	20-04-2021
	Req ID	65509
	Req Date	20-04-2021
GSTIN : 36ABIFM1836H1Z7	Loc Req No	181565

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7507 - Stationery - other - Box file - Big - nos		1	94.50	94.50	18	17.02
	A4 (Rexine -Blue)						
2	7507 - Stationery - other - Box file - Big - nos		1	94.50	94.50	18	17.02
	A4 (Rexine -Black)						
3	7507 - Stationery - other - Box file - Big - nos		1	94.50	94.50	18	17.02
	A4 (Rexine -Red)						
4	7578 - Stationery - other - Ring Binder - other - nos		10	95.00	950.00	18	171.00
	A3						
5	7529 - Stationery - other - File Folders - NA - nos		200	5.50	1,100.00	18	198.00
	A3						
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	2,333.50	420.06
	210.03	210.03	Total Invoice Amount	2,753.53	

Rupees : Two Thousand Seven Hundred Fifty Three and Paise Fifty Three Only.

for Summit Sales LL

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 79542 Date 22/4 Sign

Authorised signat

Requisition Form

	Modi Realty Pocharam LLP	Date:	19.04.2021
	Niligiri Heights	Time:	17.20 PM
		Req. No.	181565
...erial required before date:	22.04.2021	ID No.	65509

No	Description	Size	Quantity	Units	Inward No	Date
1	Plastic File (Rexine) - Blue	STD	01	No's		
2	Plastic File (Rexine) - Black	STD	01	No's		
3	Plastic File (Rexine) - Red	STD	01	No's		
4	Ring Binders	A3	20	No's		
5	Folder Covers	A3	200	No's		
6						
7						
8	76502					
9						
10						

Remarks: For Circulars filing, Plans filing Propose.

Prepared By	Vijay Raj	Approved by	
Sign.& Date	19.04.2021	Sign. & Date	

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

APPROVED
20 APR 2021
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.	14598
Modi Realty Pocharam LLP	DC Date.	21-04-2021
Nilgiri Heights, Pocharam	PO No.	76502
	PO Date.	20-04-2021
	Req ID	65509
	Req Date	20-04-2021
GSTIN : 36ABIFM1836H1Z7	Loc Req No	181565

	Description of Goods	HSN/SAC	Qty
1	7507 - Stationery - other - Box file - Big - nos		1
2	7507 - Stationery - other - Box file - Big - nos		1
3	7507 - Stationery - other - Box file - Big - nos		1
4	7578 - Stationery - other - Ring Binder - other - nos		10
5	7529 - Stationery - other - File Folders - NA - nos		200
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			

INWARD
Inward No: 10107 Dt: 21/4/21
MRN No: 91345 Dt: 21/4/21
Received By: Sign:
NILGIRI HEIGHTS

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD.
INWARD
No: 71354
Date: 22/4
Sign:

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.	17045
Modi Realty Pocharam LLP	Invoice Date.	21-04-2021
Nilgiri Heights, Pocharam	PO No.	76502
	PO Date.	20-04-2021
	Req ID	65509
	Req Date	20-04-2021
GSTIN : 36ABIFM1836H1Z7	Loc Req No	181565

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7507 - Stationery - other - Box file - Big - nos		1	94.50	94.50	18	17.02
	A4 (Rexine -Blue)						
2	7507 - Stationery - other - Box file - Big - nos		1	94.50	94.50	18	17.02
	A4 (Rexine -Black)						
3	7507 - Stationery - other - Box file - Big - nos		1	94.50	94.50	18	17.02
	A4 (Rexine -Red)						
4	7578 - Stationery - other - Ring Binder - other - nos		10	95.00	950.00	18	171.00
	A3						
5	7529 - Stationery - other - File Folders - NA - nos		200	5.50	1,100.00	18	198.00
	A3						
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

INWARD
Inward No: Dt:
MRN No: Dt:
Received By: Sign:
NILGIRI HEIGHTS

IGST	CGST	SGST	Total Taxable Amount	2,333.50	420.06
	210.03	210.03	Total Invoice Amount	2,753.53	

Rupees : Two Thousand Seven Hundred Fifty Three and Paise Fifty Three Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction