PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	05-6-21	Prepared by:	BHAVANI
PO/WO no.	77053	PO / WO Date.	10-05-21
Supplier Name	Summit sales LLP	PO/WO amount	990
Firm/Company	MPPL	Project	HO
Sl. No.	Bill No.	Bill Date	Bill amount
1	17455	26-5-21	990
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			990

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	14962	26-5-21		□ 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:	990
Amount E – PO / WO value:	990
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 be~~low)
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	10-6-21
Remarks:	Incentive RS- 20/-

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	5/6/21	7/6					

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

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Modi Properties Pvt. Ltd.	Invoice No.	17455
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	Invoice Date.	26-05-2021
	PO No.	77053
	PO Date.	10-05-2021
	Req ID	65562
GSTIN : 36AABCM4761E1ZM	Req Date	21-04-2021
	Loc Req No	182765

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7663 - Stationery -other - Executive bag - NA - nos	4202	1	839.00	839.00	18	151.02
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
	75.51	75.51	Total Taxable Amount	839.00		151.02
			Total Invoice Amount	990.02		

Rupees : Nine Hundred Ninty and Paise Two Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD
No. 80666
Date 3-1-5
Sign.

Authorised signatory

Purchase Order

 10-May-21 3:59:49 PM

77053
06.05.21 4:35:38

opy

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 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad **GSTIN** 36ACQFS2044C1Z7 040-66335551 9618244433	**Doc No**	77053	182765
	Doc Date	10-05-2021	
	Quote No	NIL	
	Quote Date	10-05-2021	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7663 - Stationery -other - Executive bag - NA - nos	1.00	839.00	0.00	18.00	990.02
					Total Order Value . . .	**990.02**

Rupees : Nine Hundred Ninty and Paise Two Only.

Terms and Conditions :-

Specification / Brand	All are branded items
Payment Terms	After delivery
Tax	Included
Delivery Date	With in 2 days
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 Cost	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.above order is for Sangeetha-Accountant , purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Modi Properties Pvt.Ltd.***
Authorised Signatory

Name : ____________

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

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MODI PROPERTIES PVT LTD	Date:	20-04-2021
Site & Phase :	HEAD OFFICE	Time:	12.34PM
Supplier		Req. No.	182765
		ID No.	65562

No	Description	Size	Quantity	Units	Inward No	Date
1	LAPTOP BAG		1			
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: LAPTOP BAG FOR SANGEETHA

Prepared By		Approved by	
Sign.& Date		Sign. & Date	

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

APPROVED
22 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		
Modi Properties Pvt. Ltd. HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD GSTIN : 36AABCM4761E1ZM	DC No.	14962
	DC Date.	26-05-2021
	PO No.	77053
	PO Date.	10-05-2021
	Req ID	65562
	Req Date	21-04-2021
	Loc Req No	182765

	Description of Goods	HSN/SAC	Qty
1	7663 - Stationery -other - Executive bag - NA - nos	4202	1
2			
3			
4			
5			
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction