PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 15/7/2021 | Prepared by: | P. Kavitha |
| PO/WO no. | 77988 | PO / WO Date. | 24/6/2021 |
| Supplier Name | Summit Sales LLP | PO/WO amount | 26,024.90 |
| Firm/Company | MPPL | Project | MPL |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1. | 18215 | 12/7/2021 | 1,628.40/- |
| 2. | | | |
| 3. | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 1,628.40/- |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | 15548 | 12/7/2021 | – | ☑ Yes ☐ No |
| 2. | | | | ☐ Yes ☐ No |
| 3. | | | | ☐ Yes ☐ No |

| | |
|---|---|
| Amount B – Other Credits : | – |
| Amount C – Other Debits : | – |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | 26,024.90/- |
| Amount E – PO / WO value: | 1,628.40/- |
| Amount F – Difference (A – E): | 24,396.5/- |

| | |
|---|---|
| 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 | 19/7/2021 |

Remarks:

— Part Bill —

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | Kavitha | | [signature] | | | | |
| Date | 15/7/21 | | 20/7/21 | | | | |

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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

ORIGINAL 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 | | |
|---|---|---|
| Modi Properties Private Limited,. | Invoice No. | 18215 |
| Sy No. 82/1, Mallapur, Nacharam, Hyderabad | Invoice Date. | 12-07-2021 |
| | PO No. | 77988 |
| | PO Date. | 24-06-2021 |
| | Req ID | 66910 |
| | Req Date | 22-06-2021 |
| GSTIN : 36AABCM4761E1ZM | Loc Req No | 177748 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 3134 - Chemicals - Tile Grout - 1kg - pkts | 3214 | 30 | 46.00 | 1,380.00 | 18 | 248.40 |
| | silk and white each 20 nos | | | | | | |
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| IGST | CGST | SGST | | | | |
|---|---|---|---|---|---|---|
| | | | Total Taxable Amount | 1,380.00 | | 248.40 |
| | 124.20 | 124.20 | Total Invoice Amount | 1,628.40 | | |

Rupees : One Thousand Six Hundred Twenty Eight and Paise Fourty Only.

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 82261
Date: 13-7
Sign:

for Summit Sales LLP

*Authorised signatory*

Subject to Hyderabad Jurisdiction

# Purchase Order

77988
19.06.21 11:50:49

 25-06-2021 4:15:04 PM

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** | 77988 | 177748 |
| 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad | **Doc Date** | 24-06-2021 | |
| | **Quote No** | Nil | |
| **GSTIN** 36ACQFS2044C1Z7 | **Quote Date** | 17-06-2021 | |
| 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 | 6621 - Paints - Janta pasta - NA - Nos | 3.00 | 120.00 | 0.00 | 18.00 | 424.80 |
| 2 | 7109 - Plumbing - other - Araldite - other - gms | 5.00 | 1,155.00 | 0.00 | 18.00 | 6,814.50 |
| 3 | 3134 - Chemicals - Tile Grout - 1kg - pkts<br>~~silk and white each 20 nos~~ | 40.00 | 46.00 | 0.00 | 18.00 | 2,171.20 |
| 4 | 3165 - Chemicals - ROff Stone Tile Adhesive - 25 - Kgs | 20.00 | 704.00 | 0.00 | 18.00 | 16,614.40 |
| | | | | | **Total Order Value . . .** | **26,024.90** |

Rupees : Twenty Six Thousand Twenty Four and Paise Ninty Only.

Part Bill

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<br>Sy 82/1, Mallapur, Nacharam.<br>Phone. 7680971999 |
| **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 order for site use purpose. |
| **Completion Date** | NA |
| **Measurment** | NA |
| **Security** | Nil |
| **Remarks** | |

Bill no → 18215.
B. Dt → 12/7/2021
Amount → 26,024.90.
Bal Amount → 1,628.40.
24,396.51-.
15/7/21.

For *Modi Properties Pvt.Ltd.*
Authorised Signatory

Name : 28/01/2021

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

Name : ____________

Date : __/__/____

# Requisition "Form

| | | | |
|---|---|---|---|
| Co... me: | Modi Properties Pvt Ltd | Date: | 22.06.2020 |
| Site & Phase : | May Flower Platinum | Time: | 09.40 |
| Supplier | | Req.No. | 177748 |
| Material required before date: | 25.06.2021 | ID No. | 66910 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Janata Paste | 500 gm | 5 | Nos | | |
| 2 | Araldite | 1 kg | 5 | Nos | | |
| 3 | White grout | 1kg | 20 | Nos | | |
| 4 | Roff chemical [stone tile adhesive] | 20kgs | 20 | Nos | | |
| 5 | Silk grout | 1kg | 20 | Nos | | |
| 6 | 22788 | | | | | |
| 7 | | | | | | |
| 8 | | | | 25 | | |
| 9 | | | | | | |
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Remarks: Towards site use purpose

| | | | |
|---|---|---|---|
| Prepared By | K .Sravani Reddy | Approved by | S.V.Subba Reddy |
| Sign.& Date | 22.06.2020 | 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 | | |
|---|---|---|
| Modi Properties Private Limited,. | DC No. | 15548 |
| Sy No. 82/1, Mallapur, Nacharam, Hyderabad | DC Date. | 12-07-2021 |
| | PO No. | 77988 |
| | PO Date. | 24-06-2021 |
| | Req ID | 66910 |
| GSTIN : 36AABCM4761E1ZM | Req Date | 22-06-2021 |
| | Loc Req No | 177748 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 3134 - Chemicals - Tile Grout - 1kg - pkts | 3214 | 30 |
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M. Shet

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

*Authorised signatory*