

PURCHASE DIVISION
Advice for approval for credit to supplier

✓ *[Signature]*

Date: 4/8/21		Prepared by: BHAVANI	
PO/WO no. 78700		PO / WO Date. 16/7/21	
Supplier Name SSUP		PO/WO amount 2807	
Firm/Company mppl		Project HO	
Sl. No.	Bill No.	Bill Date	Bill amount
1	18540	28/7/21	2807
2			/
3			/
4			/
Amount A – Bills total(Excluding Transport & Hamali Charges):			2807
Sl. No.	DC .No	DC. Date	MRN No. DC matches MRN
1.	15831	28/7/21	— ☐ 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:			2807
Amount E – PO / WO value:			2807
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		9/8/21	
Remarks: Incentive RS-20/-			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign: <i>[Signature]</i>			
Date: 4/8/21	5/8/21		

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/-

TAX INVOICE

Summit Sales LLP

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

ORIGINAL INVOICE

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

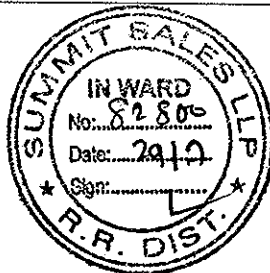
1 of 1 : 04-08-2021

Customer Details				Invoice No.		18540	
Modi Properties Pvt. Ltd.				Invoice Date.		28-07-2021	
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD				PO No.		78700	
GSTIN : 36AABCM4761E1ZM				PO Date.		16-07-2021	
				Req ID		65871	
				Req Date		04-05-2021	
				Loc Req No		182832	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7663 - Stationery -other - Executive bag - NA - nos	4202	3	793.00	2,379.00	18	428.22
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
214.11				214.11		Total Taxable Amount	
Total Invoice Amount				2,379.00		428.22	
Rupees : Two Thousand Eight Hundred Seven and Paise Twenty Two Only.				2,807.22			

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order



78700

12.07.21 11:12:24

Page(s) 1 Of 1

16-Jul-21 3:16:39 PM

Or

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, II nd 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	78700	182832
Doc Date	16-07-2021	
Quote No	Nil	
Quote Date	16-07-2021	
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	3.00	793.00	0.00	18.00	2,807.22
Total Order Value . . .					2,807.22

Rupees : Two Thousand Eight Hundred Seven and Paise Twenty Two Only.

Terms and Conditions :-

Specification / Brand Item shall be HP 14 ultra thin and light 14 inch laptop, 10th gen i3-1005G1/8GB/256GB SSD/Win 10 home/MS Office/1.47 kg/Jet black, 14s-cf3074TU, B08G24RGKS

Payment Terms After Delivery & Production of bill

Tax Included in the above prices

Delivery Date Tomorrow

Delivery Location Head Office
5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003
Phone. 040-66335551

Penalty For Delay Nil

Transportation Cost Nil

Warranty One year

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications, damages if any in suppliers account at the time of delivery and instalation, above order is for E&D Department , 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:		MPPL		Date:		04-05-2021	
Site & Phase :		Head office		Time:		11:10	
Supplier				Req. No.		182832	
Material required before date:		Urgent		ID No.		65871	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Lap top bags	std	03	Nos			
2							
3							
4							
5							
6							
7							
8							
9							
10							
Remarks : towards E&D TEAM purpose.							
Prepared By		Meenakshi. N		Approved by			
Sign. & Date		04-05-21		Sign. & Date			

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

APPROVED BY
05 MAY 2021
SOHAM MODI
MANAGING DIRECTOR

Summit Sales LLP

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

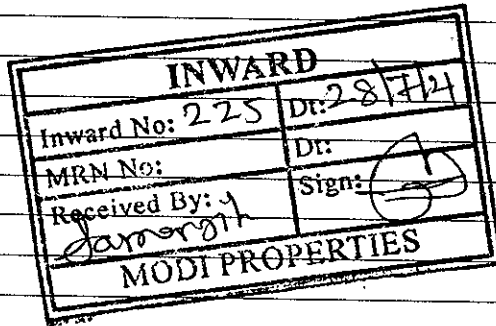
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

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1 of 1 : 28-07-2021

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		PO Date.	16-07-2021
		Req ID	65871
GSTIN: 36AABCM4761E1ZM		Req Date	04-05-2021
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for Summit Sales LLP

Authorised signatory

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DELIVERY CHALLAN

Summit Sales LLP

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

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