

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		31/8/21		Prepared by:		BHAVANI	
PO/WO no.		79136		PO / WO Date.		29/7/21	
Supplier Name		SSUP		PO/WO amount		2040	
Firm/Company		mPPL		Project		H0	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	18595	30/7/21		2040			
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						2040	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	15881	30/7/21	—	☐ 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:						2040	
Amount E – PO / WO value:						2040	
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:							
Date	31/8/21	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 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

1 of 1 : 30-07-2021

Customer Details				Invoice No.		18595	
Modi Properties Pvt. Ltd. HEAD OFFICE, 5-4-187/3&4, M.G ROAD SEC'BAD GSTIN : 36AABCM4761E1ZM				Invoice Date.		30-07-2021	
				PO No.		79136	
				PO Date.		29-07-2021	
				Req ID		67949	
				Req Date		29-07-2021	
				Loc Req No		183068	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	3516 - Computers and Peripherals - Mouse - NA - nos	84716060	1	304.50	304.50	18	54.80
2	7538 - Stationery - other - L - File Folders - NA - nos		5	8.40	42.00	18	7.56
3	3502 - Computers and Peripherals - Catridge - NA - Epson Ink	37079090	2	691.00	1,382.00	18	248.76
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IGST				CGST		SGST	
155.56				155.56		Total Taxable Amount	
Total Invoice Amount				1,728.50		311.12	
				2,039.63			

Rupees : Two Thousand Thirty Nine and Paise Sixty Three Only.

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order

Page(s) 1 Of 1

29-07-2021 13:15:53



79136

26.07.21 11:55:23

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	79136	183068
Doc Date	29-07-2021	
Quote No	Nil	
Quote Date	29-07-2021	
SupplyType	Supply	

Kind Attn : **Hamendra,Prabhakar**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 3516 - Computers and Peripherals - Mouse - NA - nos	1.00	304.50	0.00	18.00	359.31
2 7538 - Stationery - other - L - File Folders - NA - nos	5.00	8.40	0.00	18.00	49.56
3 3502 - Computers and Peripherals - Catridge - NA - nos Epson Ink	2.00	691.00	0.00	18.00	1,630.76
Total Order Value . . .					2,039.63
Rupees : Two Thousand Thirty Nine and Paise Sixty Three 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	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penalty 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	.

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name :

Contact :-

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name :

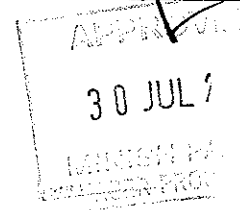
Date : _/_/

1532

Requisition Form

Company Name:		MPPL		Date:		29-07-2021	
Site & Phase :		HO		Time:		10:00AM	
Supplier				Req. No.		183068	
Material required before date:					ID No.		67949
S. No	Description	Size	Quantity	Units	Inward No	Date	
1	Lamination Pouch 79137	A3	4	Nos			
2	L Angle Folder		5	Nos			
3	Ink Bottle(BK 774)Epson M205 79136		2	Nos			
4	Mouse		1	Nos			
Remarks: For HO Purpose							
Prepared By		Bhavani					
Sign. & Date		29-07-2021		Sign. & Date			

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



Requisition for equipment

From: PA_ashaiya (ashaiya@modiproperties.com)

To: hr@modiproperties.com; purchase@modiproperties.com

Cc: ashaiya@modiproperties.com

Date: Thursday, July 29, 2021, 11:36 AM GMT+5:30

To,

HR Dept/ Purchase Dept,

Please find the requisitions for equipment as mentioned below:-

1. Lamination pouch - 4 nos - A3 size.
2. L angle folder – 5 nos
3. Require ink bottle - BK 774 - 2nos, for EPSON M205.
4. 1nos Mouse.

Regards,

U. Ashaiya

Personal Assistant | +91 79958 16326 | ashaiya@modiproperties.com

Modi Properties Pvt. Ltd. | www.modiproperties.com

5-4-187/ 3 & 4, M G Road, Secunderabad – 03 |

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DELIVERY CHALLAN

Summit Sales LLP

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

Email: purchase@modiproperties.com

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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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Summit Sales LLP

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

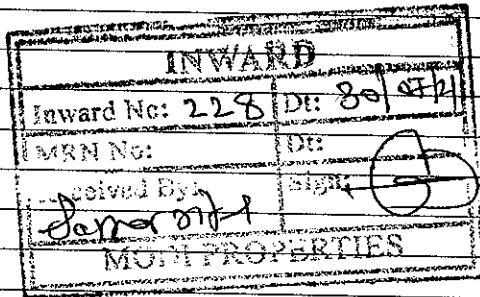
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TRANSIT COPY

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