PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	3/8/21	Prepared by:	BHAVANI
PO/WO no.	79136	PO / WO Date.	29/7/21
Supplier Name	SSLLP	PO/WO amount	2040
Firm/Company	MPPL	Project	HO
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	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Bavani	[signature]					
Date	3/8/21	3/8/21					

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

Customer Details		
Modi Properties Pvt. Ltd.	Invoice No.	18595
HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	Invoice Date.	30-07-2021
	PO No.	79136
	PO Date.	29-07-2021
	Req ID	67949
GSTIN : 36AABCM4761E1ZM	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	Total Taxable Amount	1,728.50	311.12
	155.56	155.56	Total Invoice Amount	2,039.63	

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

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 82915
Date: 3/12
Sign:

for Summit Sales LLP

Authorised signatory

Purchase Order

 29-07-2021 13:15:53

79136
26.07.21 11:55:23

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**	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
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	.

For *Modi Properties Pvt.Ltd.*
Authorised Signatory

30/07/2021

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.

APPROVED
30 JUL

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 |
Don't just buy a flat or villa! Buy a great lifestyle!
We build affordable flats & villas in gated communities.

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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HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD	DC Date.	30-07-2021
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	PO Date.	29-07-2021
	Req ID	67949
GSTIN : 36AABCM4761E1ZM	Req Date	29-07-2021
	Loc Req No	183068

	Description of Goods	HSN/SAC	Qty
1	3516 - Computers and Peripherals - Mouse - NA - nos	84716060	1
2	7538 - Stationery - other - L - File Folders - NA - nos		5
3	3502 - Computers and Peripherals - Catridge - NA - nos	37079090	2
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for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

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INWARD
Inward No: 228 Dt: 30/07/21
MRN No: Dt:
Received By: Sign:
MODI PROPERTIES

SUMMIT SALES LLP
IN WARD
No: 73065
Date: 4/8
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

DELIVERY CHALLAN

Summit Sales LLP

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

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for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

TAX INVOICE

Summit Sales LLP

TRANSIT COPY

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

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