PURCHASE DIVISION
Advice for approval for credit to supplier

(M)

Date:	15/9/21	Prepared by:	Prabhakar
PO/WO no.	79969	PO / WO Date.	25/8/21
Supplier Name	Summit Sales LLP	PO/WO amount	5846.69
Firm/Company	Modi Constructions SP Realty LLP	Project	Nerolopolis
Sl. No.	Bill No.	Bill Date	Bill amount
1	19072	31/8/21	5846.69
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			5846.69

Sl. No.		DC. Date	MRN No.	DC matches MRN
1.	16304	31/8/21	—	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No

Amount B –Other Credits : Transportation charges/Charges	—
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	5846.69
Amount E – PO / WO value:	5846.69
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	25/9/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		15/9/21					

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	Invoice No.	19072
Modi Constructions & Reality LLP	Invoice Date.	31-08-2021
Sy no. 230 to 243, Plot no 11, Thurkapally, Shameerpet, Hyderabad	PO No.	79969
	PO Date.	25-08-2021
	Req ID	68701
GSTIN : 36ABJFM5257F1Z3	Req Date	24-08-2021
	Loc Req No	186047

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	10	220.00	2,200.00	12	264.00
2	7560 - Stationery - other - Pen - NA - nos	9608	20	3.50	70.00	12	8.40
	Red						
3	7560 - Stationery - other - Pen - NA - nos	9608	20	3.50	70.00	12	8.40
	Black						
4	7560 - Stationery - other - Pen - NA - nos	9608	20	3.50	70.00	12	8.40
	Blue						
5	7563 - Stationery - other - Pencil - NA - boxes	4421	1	42.00	42.00	12	5.04
6	7505 - Stationery - other - Binder Clips - other -	8305	1	45.00	45.00	18	8.10
	32mm						
7	7505 - Stationery - other - Binder Clips - other -	8305	1	21.00	21.00	18	3.78
	25mm						
8	7578 - Stationery - other - Ring Binder - other - nos		10	187.00	1,870.00	18	336.60
	A3						
9	7529 - Stationery - other - File Folders - NA - nos		25	5.50	137.50	18	24.76
	A4						
10	7529 - Stationery - other - File Folders - NA - nos		25	5.50	137.50	18	24.76
	A3						
11	7584 - Stationery - other - Scribbling Pads - other -		20	15.00	300.00	18	54.00
12	7592 - Stationery - other - stamp pad - NA - nos	9612	2	32.00	64.00	18	11.52
13	7583 - Stationery - other - Scale - NA - nos		2	26.25	52.50	18	9.44
	Steel						
14							
15							

IGST	CGST	SGST	Total Taxable Amount	5,079.50		767.20
	383.60	383.60	Total Invoice Amount	5,846.69		

Rupees : Five Thousand Eight Hundred Fourty Six and Paise Sixty Nine Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 83928 Date: 1/9 Sign:

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	DC No.	16304
Modi Constructions & Reality LLP	DC Date.	31-08-2021
Sy no. 230 to 243, Plot no 11, Thurkapally, Shameerpet, Hyderabad	PO No.	79969
	PO Date.	25-08-2021
	Req ID	68701
GSTIN : 36ABJFM5257F1Z3	Req Date	24-08-2021
	Loc Req No	186047

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	10
2	7560 - Stationery - other - Pen - NA - nos	9608	20
3	7560 - Stationery - other - Pen - NA - nos	9608	20
4	7560 - Stationery - other - Pen - NA - nos	9608	20
5	7563 - Stationery - other - Pencil - NA - boxes	4421	1
6	7505 - Stationery - other - Binder Clips - other - boxes	8305	1
7	7505 - Stationery - other - Binder Clips - other - boxes	8305	1
8	7578 - Stationery - other - Ring Binder - other - nos		10
9	7529 - Stationery - other - File Folders - NA - nos		25
10	7529 - Stationery - other - File Folders - NA - nos		25
11	7584 - Stationery - other - Scribbling Pads - other - nos		20
12	7592 - Stationery - other - stamp pad - NA - nos	9612	2
13	7583 - Stationery - other - Scale - NA - nos		2
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 25-08-2021 12:32:14

79969
13.08.21 2:26:19

From Company : **Modi constructions & Reality LLP**
5-4-187/3&4, II nd floor, SOham Mansion, MG Road, Secunderabad-500(
G S T No. : 36ABJFM5257F1Z3

Supplier Details			
Summit Sales LLP	**Doc No**	79969	186047
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	25-08-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	25-08-2021	
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	7555 - Stationery - other - Paper - A4 - bundles	10.00	220.00	0.00	12.00	2,464.00
2	7560 - Stationery - other - Pen - NA - nos *Red*	20.00	3.50	0.00	12.00	78.40
3	7560 - Stationery - other - Pen - NA - nos *Black*	20.00	3.50	0.00	12.00	78.40
4	7560 - Stationery - other - Pen - NA - nos *Blue*	20.00	3.50	0.00	12.00	78.40
5	7563 - Stationery - other - Pencil - NA - boxes	1.00	42.00	0.00	12.00	47.04
6	7505 - Stationery - other - Binder Clips - other - boxes *32mm*	1.00	45.00	0.00	18.00	53.10
7	7505 - Stationery - other - Binder Clips - other - boxes *25mm*	1.00	21.00	0.00	18.00	24.78
8	7578 - Stationery - other - Ring Binder - other - nos *A3*	10.00	187.00	0.00	18.00	2,206.60
9	7529 - Stationery - other - File Folders - NA - nos *A4*	25.00	5.50	0.00	18.00	162.25
10	7529 - Stationery - other - File Folders - NA - nos *A3*	25.00	5.50	0.00	18.00	162.25
11	7584 - Stationery - other - Scribbling Pads - other - nos	20.00	15.00	0.00	18.00	354.00
12	7592 - Stationery - other - stamp pad - NA - nos	2.00	32.00	0.00	18.00	75.52
13	7583 - Stationery - other - Scale - NA - nos *Steel*	2.00	26.25	0.00	18.00	61.95
				Total Order Value . . .		**5,846.69**

Rupees : Five Thousand Eight Hundred Fourty Six and Paise Sixty Nine 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 Nextopolis

For ***Modi constructions & Reality LLP***

Authorised Signatory

Name :

Contact ...

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Purchase Order

 25-08-2021 12:32:14 Original / Office Copy / Purchase Div.Copy

Sy No 230 to 243, plot no 11, turkapally, shamirpet, medchal

Phone. .

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 constructions & Reality LLP***

Authorised Signatory

Name :

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name :

Date : __/__/____

1155

Requisition Form

Company Name:	Modi constructions and reality llp	Date:	24-8-2021
Site & Phase:	Nextopolis	Time:	11:30
Supplier		Req. No.	186047
Material required before date:	Very urgent	ID No.	68701

No	Description	Size	Quantity	Units	Inward No	Date
1	A4 paper bundles	Std	10	Nos		
2	Red pens	Std	2	Boxes		
3	Black pens	Std	2	Boxes		
4	Blue pen	Std	2	Boxes		
5	Pencils 79969	Std	1	Box		
6	Binding clips	Big	1	Box		
7	Binding clip	Small	1	Box		
8	A4 flat files	Std	20	Nos		
9	A3 Ring binders	Std	10	Nos		
10	A4 file covers	Std	25	Nos		
11	A3 file covers	Std	25	Nos		
12	Scribling pads	Big	20	Nos		
13	Stamp pads	Std	2	Nos		
14	Registers	Std	3	Nos		
15	Steel scales	Big	2	Nos		

Remarks : For site use purpose

Prepared By	G.Rahul	Approved by	Balamuralikrishna
Sign. & Date	24-8-2021	Sign. & Date	

APPROVED
24 AUG 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 Constructions & Reality LLP	DC No	16304
Sy no. 230 to 243, Plot no 11, Thurkapally, Shameerpet, Hyderabad	DC Date	31-08-2021
	PO No	79969
	PO Date	25-08-2021
	Req ID	68701
	Req Date	24-08-2021
GSTIN : 36ABJFM5257F1Z3	Loc Req No	186047

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	10
2	7560 - Stationery - other - Pen - NA - nos	9608	20
3	7560 - Stationery - other - Pen - NA - nos	9608	20
4	7560 - Stationery - other - Pen - NA - nos	9608	20
5	7563 - Stationery - other - Pencil - NA - boxes	4421	1
6	7505 - Stationery - other - Binder Clips - other - boxes	8305	1
7	7505 - Stationery - other - Binder Clips - other - boxes	8305	1
8	7578 - Stationery - other - Ring Binder - other - nos		10
9	7529 - Stationery - other - File Folders - NA - nos		25
10	7529 - Stationery - other - File Folders - NA - nos		25
11	7584 - Stationery - other - Scribbling Pads - other - nos		20
12	7592 - Stationery - other - stamp pad - NA - nos	9612	2
13	7583 - Stationery - other - Scale - NA - nos		2
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

INWARD

Inward No: 1078 Dt: 01/9/21

MRN No: Dt:

Received By: Sign

MODI CONSTRUCTIONS & REALTY LLP

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP IN WARD No: 23605 Date: 1/9 Sign: R.R. DIST.

for Summit Sales LLP

Authorised signatory