

**PURCHASE DIVISION**  
Advice for approval for credit to supplier

(6) (M)

Date:		18/12/2021		Prepared by:		Sajkiran	
PO/WO no.		83092		PO / WO Date.		28/11/2021	
Supplier Name		SSLLP		PO/WO amount		2,464	
Firm/Company		MPPCL		Project		MPPCL	
Sl. No.	Bill No.	Bill Date	Bill amount				
1	20687	11/12/2021	2,464				
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,464				
Sl. No.	DC.No	DC. Date	MRN No.	DC matches MRN			
1.	17723	11/12/2021	99991	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B –Other Credits : Transportation charges							
Amount C –Other Debits :							
Amount D (D=A+B-C) – Amount to be credited to the supplier:			2,464				
Amount E – PO / WO value:			2,464				
Amount F – Difference (A – E): GST-18%							
Quantity received as per PO /WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)					
Is difference between PO / Bill acceptable?		<input type="checkbox"/> Yes <input type="checkbox"/> No (explained below)					
Excess / short material received		<input type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)					
Close PO / W/O		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)					
Advance paid / PDC given (deduct when paying)		<input type="checkbox"/> Yes – Rs. _____/- <input checked="" type="checkbox"/> No					
Payment – due date		20/12/2021					
Remarks: final bill							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	18/12/21	18/12					

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 &amp; 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

ORIGINAL INVOICE

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 :

Customer Details				Invoice No.	20682		
Modi Properties Private Limited, Sy No. 82/1, Mallapur, Nacharam, Hyderabad  GSTIN : 36AABCM4761E1ZM                      PAN AABCM4761E				Invoice Date.	01-12-2021		
				PO No.	83092		
				PO Date.	29-11-2021		
				Req ID	71576		
				Req Date	27-11-2021		
				Loc Req No	178203		
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							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST	CGST	SGST	Total Taxable Amount	2,200.00		264.00	
	132.00	132.00	Total Invoice Amount	2,464.00			

Rupees : Two Thousand Four Hundred Sixty Four Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



# 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**

1 of 1 : 01-12-2021

Customer Details		DC No.	17723
Modi Properties Private Limited.,		DC Date.	01-12-2021
Sy No. 82/1, Mallapur, Nacharam, Hyderabad		PO No.	83092
		PO Date.	29-11-2021
		Req ID	71576
GSTIN : 36AABCM4761E1ZM		Req Date	27-11-2021
		Loc Req No	178203
Description of Goods		HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	10
2			
3			
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*M. S.*

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory *[Signature]*

# 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**

1 of 1 : 01-12-2021

Customer Details		DC No.	17723
Modi Properties Private Limited, Sy No. 82/1, Mallapur, Nacharam, Hyderabad		DC Date.	01-12-2021
GSTIN : 36AABCM4761E1ZM		PO No.	83092
		PO Date.	29-11-2021
		Req ID	71576
		Req Date	27-11-2021
		Loc Req No	178203
Description of Goods		HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	10
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Subject to Hyderabad Jurisdiction

<b>INWARD</b>	
Inward No: 18097	Dt: 01/12/2021
MKN No: 9999	Dt:
Received By:	Sign: [Signature]
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.	

for Summit Sales LLP

Authorised signatory



# Purchase Order

Page(s) 1 Of 1

29-11-2021 15:10:11

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83092

25.11.21 3:42:03

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

<b>Doc No</b>	83092	178203
<b>Doc Date</b>	29-11-2021	
<b>Quote No</b>	Nil	
<b>Quote Date</b>	29-11-2021	
<b>SupplyType</b>	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
<b>Total Order Value . . .</b>					<b>2,464.00</b>

Rupees : Two Thousand Four Hundred Sixty Four Only.

**Terms and Conditions :-**

<b>Specification / Brand</b>	As per details given in the quotation.
<b>Payment Terms</b>	After Delivery & Production of bill
<b>Tax</b>	Inclusive of all taxes
<b>Delivery Date</b>	Next Day.
<b>Delivery Location</b>	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
<b>Penalty For Delay</b>	Nil
<b>Transportation Cost</b>	Transport cost shall be borne by us.
<b>Warranty</b>	Nil
<b>Advance Paid</b>	Nil
<b>Other Terms</b>	We reserve the right to reject items not conforming to quality and specifications. Above order for site office purpose
<b>Completion Date</b>	Nil
<b>Measurment</b>	Nil
<b>Security</b>	Nil
<b>Remarks</b>	

Accepted the above Terms And Conditions

For **Summit Sales LLP**For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name : \_\_\_\_\_

Name : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_

Contact

Requisition Form

1480

Company Name:		Modi Properties Pvt Ltd		Date:		27.11.2021	
Site & Phase :		May Flower Platinum		Time:		15:20	
Supplier				Req.No.		178203	
Material required before date:		30.11.2021		ID No.		71576	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Paper bundle	Std	10	Nos			
2	Key boxes	Std	25	Nos			
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
Remarks: For site use purpose							
Prepared By		K.Sravani Reddy		Approved by		S. Subba Reddy	
Sign.& Date		27.11.2021		Sign. & Date			

83092

*P.S.*  
**APPROVED**  
**30 NOV 2021**  
**P. PRABHAKAR**  
**Sr. MANAGER PURCHASE**

Note: