

PURCHASE DIVISION
Advice for approval for credit to supplier

(K) (M)

Date: 9/12/21		Prepared by: Vanaja	
PO/WO no. 82543		PO / WO Date. 11/11/21	
Supplier Name SSLP		PO/WO amount 3,183	
Firm/Company modiproperties Pvt Ltd		Project MPL	
Sl. No.	Bill No.	Bill Date	Bill amount
1	20424	15/11/21	3,183
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,183
Sl. No.	DC .No	DC. Date	MRN No.
1.	12425	15/11/21	9 9263
2.			
3.			
Amount B –Other Credits : Transportation charges			—
Amount C –Other Debits :			—
Amount D (D=A+B-C) – Amount to be credited to the supplier:			3,183
Amount E – PO / WO value:			3,183
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		13/12/21	
Remarks: final Bill			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign: Vanaja			
Date: 9/12/21	9/12/21		

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

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 :

Customer Details				Invoice No.		20424	
Modi Properties Private Limited, Sy No. 82/1, Mallapur, Nacharam, Hyderabad				Invoice Date.		15-11-2021	
				PO No.		82543	
				PO Date.		11-11-2021	
				Req ID		71081	
				Req Date		11-11-2021	
				Loc Req No		178160	
GSTIN : 36AABCM4761E1ZM				PAN AABCM4761E			
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos	9608	70	3.50	245.00	12	29.40
	Black-30, Blue-20 Red-10						
2	7563 - Stationery - other - Pencil - NA - boxes	4421	2	42.00	84.00	12	10.08
3	7538 - Stationery - other - L - File Folders - NA - nos		30	8.40	252.00	18	45.36
4	7573 - Stationery - other - Punch - other - nos		3	180.00	540.00	18	97.20
5	7594 - Stationery - other - Stapler pin - other - boxes	7415	5	6.00	30.00	18	5.40
	small						
6	7594 - Stationery - other - Stapler pin - other - boxes	7415	5	19.50	97.50	18	17.56
	Big						
7	7584 - Stationery - other - Scribbling Pads - other -		20	15.00	300.00	18	54.00
8	7592 - Stationery - other - stamp pad - NA - nos	9612	5	32.00	160.00	18	28.80
9	7544 - Stationery - other - Marker - NA - nos	9608	60	16.00	960.00	12	115.20
	Black-20 Blue-20, Red-20						
10	7528 - Stationery - other - Fevistick - NA - nos	9608	5	20.00	100.00	12	12.00
11							
12							
13							
14							
15							
IGST		CGST	SGST	Total Taxable Amount		2,768.50	415.00
		207.50	207.50	Total Invoice Amount		3,183.49	
Rupees : Three Thousand One Hundred Eighty Three and Paise Fourty Nine Only.							

for Summit Sales LLP

Subject to Hyderabad Jurisdiction



Authorised signatory

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

1 of 1 : 15-11-2021

Customer Details		DC No.	17475
Modi Properties Private Limited.,		DC Date.	15-11-2021
Sy No. 82/1, Mallapur, Nacharam, Hyderabad		PO No.	82543
		PO Date.	11-11-2021
		Req ID	71081
		Req Date	11-11-2021
GSTIN : 36AABCM4761E1ZM		Loc Req No	178160
	Description of Goods	HSN/SAC	Qty
1	7560 - Stationery - other - Pen - NA - nos	9608	70
2	7563 - Stationery - other - Pencil - NA - boxes	4421	2
3	7538 - Stationery - other - L - File Folders - NA - nos		30
4	7573 - Stationery - other - Punch - other - nos		3
5	7594 - Stationery - other - Stapler pin - other - boxes	7415	5
6	7594 - Stationery - other - Stapler pin - other - boxes	7415	5
7	7584 - Stationery - other - Scribbling Pads - other - nos		20
8	7592 - Stationery - other - stamp pad - NA - nos	9612	5
9	7544 - Stationery - other - Marker - NA - nos	9608	60
10	7528 - Stationery - other - Fevistick - NA - nos	9608	5
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Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

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 : 15-11-2021

Customer Details		DC No.	17475
Modi Properties Private Limited., Sy No. 82/1, Mallapur, Nacharam, Hyderabad		DC Date.	15-11-2021
		PO No.	82543
		PO Date.	11-11-2021
		Req ID	71081
		Req Date	11-11-2021
GSTIN : 36AABCM4761E1ZM		Loc Req No	178160
	Description of Goods	HSN/SAC	Qty
1	7560 - Stationery - other - Pen - NA - nos	9608	70
2	7563 - Stationery - other - Pencil - NA - boxes	4421	2
3	7538 - Stationery - other - L - File Folders - NA - nos		30
4	7573 - Stationery - other - Punch - other - nos		3
5	7594 - Stationery - other - Stapler pin - other - boxes	7415	5
6	7594 - Stationery - other - Stapler pin - other - boxes	7415	5
7	7584 - Stationery - other - Scribbling Pads - other - nos		20
8	7592 - Stationery - other - stamp pad - NA - nos	9612	5
9	7544 - Stationery - other - Marker - NA - nos	9608	60
10	7528 - Stationery - other - Fevistick - NA - nos	9608	5
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Subject to Hyderabad Jurisdiction

INWARD	
Inward No. 81979	Dt: 5/11/21
MRN No. 99263	Dt: 6/11/21
Received By:	Sign: m13cm
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.	

for Summit Sales LLP

Authorised signatory



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 : 15-11-2021

Customer Details		DC No.	17475
Modi Properties Private Limited.,		DC Date.	15-11-2021
Sy No. 82/1, Mallapur, Nacharam, Hyderabad		PO No.	82543
		PO Date.	11-11-2021
		Req ID	71081
		Req Date	11-11-2021
GSTIN : 36AABCM4761E1ZM		Loc Req No	178160
	Description of Goods	HSN/SAC	Qty
1	7560 - Stationery - other - Pen - NA - nos	9608	70
2	7563 - Stationery - other - Pencil - NA - boxes	4421	2
3	7538 - Stationery - other - L - File Folders - NA - nos		30
4	7573 - Stationery - other - Punch - other - nos		3
5	7594 - Stationery - other - Stapler pin - other - boxes	7415	5
6	7594 - Stationery - other - Stapler pin - other - boxes	7415	5
7	7584 - Stationery - other - Scribbling Pads - other - nos		20
8	7592 - Stationery - other - stamp pad - NA - nos	9612	5
9	7544 - Stationery - other - Marker - NA - nos	9608	60
10	7528 - Stationery - other - Fevistick - NA - nos	9608	5
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Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 17979	Dt: 15/11/21
MRN No: 99263	Dt: 16/11/21
Received by:	Sign: nli3am
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.	

for Summit Sales LLP

Authorised signatory



Purchase Order

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12-11-2021 12:53:09

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82543

09.11.21 4:15:57

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	82543	178160
Doc Date	11-11-2021	
Quote No	Nil	
Quote Date	11-11-2021	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7560 - Stationery - other - Pen - NA - nos Black-30, Blue-20 Red-10	70.00	3.50	0.00	12.00	274.40
2 7563 - Stationery - other - Pencil - NA - boxes	2.00	42.00	0.00	12.00	94.08
3 7538 - Stationery - other - L - File Folders - NA - nos	30.00	8.40	0.00	18.00	297.36
4 7573 - Stationery - other - Punch - other - nos	3.00	180.00	0.00	18.00	637.20
5 7594 - Stationery - other - Stapler pin - other - boxes small	5.00	6.00	0.00	18.00	35.40
6 7594 - Stationery - other - Stapler pin - other - boxes Big	5.00	19.50	0.00	18.00	115.05
7 7584 - Stationery - other - Scribbling Pads - other - nos	20.00	15.00	0.00	18.00	354.00
8 7592 - Stationery - other - stamp pad - NA - nos	5.00	32.00	0.00	18.00	188.80
9 7544 - Stationery - other - Marker - NA - nos Black-20 Blue-20, Red-20	60.00	16.00	0.00	12.00	1,075.20
10 7528 - Stationery - other - Fevistick - NA - nos	5.00	20.00	0.00	12.00	112.00
Total Order Value . . .					3,183.49

Rupees : Three Thousand One Hundred Eighty Three and Paise Fourty Nine Only.

Terms and Conditions :-**Specification / Brand** As per details given in the quotation.**Payment Terms** After Delivery & Production of bill**Tax** Inclusive of all taxes**Delivery Date** Next Day.**Delivery Location** May Flower Platinum
Sy 82/1, Mallapur, Nacharam.
Phone. 7680971999**Penalty For Delay** Nil**Transportation Cost** Transport cost shall be borne by us.**Warranty** NilFor **Modi Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions.

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Content

Purchase Order

Page(s) 2 Of 2

12-11-2021 12:53:09

Original / Office Copy / Purchase Div.Copy

Advance Paid

Nil

Other Terms

We reserve the right to reject items not conforming to quality and specifications. Above order for site office purpose

Completion Date

Nil

Measurment

Nil

Security

Nil

Remarks

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name :

Contact

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name :

Date : __/__/__

Requisition Form

1451

Company Name:		Modi Properties Pvt Ltd		Date:		11.11.2021	
Site & Phase :		May Flower Platinum		Time:		11:20	
Supplier				Req.No.		178160	
Material required before date:			14.11.2021		ID No.		71081
No	Description	Size	Quantity	Units	Inward No	Date	
1	Blue pens	Std	03	Boxes			
2	Black pens	Std	02	Boxes			
3	Red pens	Std	02	Boxes			
4	Pencils	Std	02	Boxes			
5	L folder	Std	50	Nos			
6	Punching machine	Std	03	Nos			
7	Staplers big/ small	Std	05	Nos			
8	Binder clips Big/Small	Std	10	Boxes			
9	Staplers pins big /Small	Std	05	Boxes			
10	Scribbling pads	Std	20	Nos			
11	Stamp pad	Std	05	Nos			
12	Markers black / blue /red [Each one 3boxes]	Std	05	Boxes			
13	Feviticks	Std	10	Nos			
Remarks: For site use purpose							
Prepared By		K.Sravani Reddy		Approved by		Subba Reddy	
Sign.& Date		11.11.2021		Sign. & Date			

Note:

