

PURCHASE DIVISION
Advice for approval for credit to supplier



Date:	14/12/2021	Prepared by:	Sail Kiran
PO/WO no.	83115	PO / WO Date.	30/11/21
Supplier Name	SS LLP	PO/WO amount	4,482.90
Firm/Company	MRM LLP	Project	GMR
Sl. No.	Bill No.	Bill Date	Bill amount
1	20704	2/12/21	2,996.30
2			
3			
4			

Amount A - Bills total(Excluding Transport & Hamali Charges): 2,996.30

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	1AA33	2/12/21	100033	☒ 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: 2,996.30

Amount E - PO / WO value: 4,482.90

Amount F - Difference (A - E): GST-18% 1491.90

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	20/12/2021

Remarks: Part bill

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts - receiver of bill	Accountant	Accounts Manager
Sign:							
Date	14/12/21	14/12					

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/-

Purchase Order

30-11-2021 16:30:19



83115

25.11.21 3:45:34

any : **Modi Reality Mallapur LLP**
 5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderaba
 G S T No. : 36AAEFM1459R1ZP

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	83115	187964
Doc Date	30-11-2021	
Quote No	Nil	
Quote Date	30-11-2021	
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 Blue	20.00	3.50	0.00	12.00	78.40
3 7544 - Stationery - other - Marker - NA - nos	20.00	16.00	0.00	12.00	358.40
4 7507 - Stationery - other - Box file - Big - nos	10.00	41.00	0.00	18.00	483.80
5 7592 - Stationery - other - stamp pad - NA - nos	5.00	32.00	0.00	18.00	188.80
6 4001 - Consumables - Air Freshner - NA - nos	5.00	45.00	0.00	18.00	265.50
7 2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	5.00	110.00	0.00	18.00	649.00
Total Order Value . . .					4,487.90

Rupees : Four Thousand Four Hundred Eighty Seven and Paise Ninty Only.

Terms and Conditions :-**Specification /** 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 Gulmohar Residency
 Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge
 Phone. Contact: Security _____, Admin 9502211011

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 office purpose**Completion Date** Nil**Measurment** NilFor **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name :

Name : _____

Date : __/__/__

part bill !

bill No : 20704 → 2/12/2021 → 2,996.30

bal. Amt : 1,431.60 ₹/-

MODERLITY MATL APUR LLP
GUMOLAR RESIDENCY

Requirement Letter

Date

29.11.21

Time

14:00

Req. No

187964

ID No

71595

Material required before date:

01.12.21

No	Description	Size	Quantity	Units	Inward No	Date
1.	A4 papers	Std	10	Bundles		
2.	Room freshener	Std	05	No's		
3.	Blue pens	std	20	No's		
4.	Permanent marker 83115	Std	20	No's		
5.	A4 box files	Std	10	No's		
6.	Stamp pad	Std	05	No's		
7.	Measurement taps	5mts	05	No's		
8.						
9.						
10.						

Remarks: for site office and sales office purpose at GMR site

Prepared By

A.Sravani

Sign. & Date

29.11.21

Note:

Approved by

Sign & Date

APPROVED

30 NOV 2021

P. PRABHAKAR
Sr. MANAGER PURCHASE

APPROVED
30 NOV 2021
Sr. MANAGER

Purchase Order

30-11-2021 16:30:19

Original / Office Copy / Purchase Div.Copy

Nil

For **Modi Reality Mallapur LLP**

Authorised Signatory

Name : 

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : __/__/__

Summit Sales LLP

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

Email: purchase@modiproperties.com

1 of 1 : 02-12-2021

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		DC No.	17733
Modi Reality Mallapur LLP		DC Date.	02-12-2021
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge, 500076		PO No.	83115
		PO Date.	30-11-2021
		Req ID	71595
		Req Date	29-11-2021
		Loc Req No	187964
GSTIN : 36AAEFM1459R1ZP			
	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	5
2	7560 - Stationery - other - Pen - NA - nos	9608	20
3	7544 - Stationery - other - Marker - NA - nos	9608	20
4	7507 - Stationery - other - Box file - Big - nos		10
5	7592 - Stationery - other - stamp pad - NA - nos	9612	5
6	4001 - Consumables - Air Freshner - NA - nos	3307	5
7	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	9017	3
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Subject to Hyderabad Jurisdiction

INWARD
MODI REALTY MALLAPUR LLP
 Ward No 6739 Dt. 02/12/21
 MRN No 100033 Dt. 02/12/21
 Received By Sign.....

for Summit Sales LLP

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

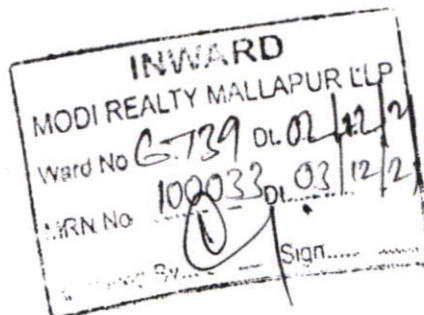
Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 02-12-2021

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Modi Reality Mallapur LLP		DC Date.	02-12-2021
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Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorized signatory

TAX INVOICE

Summit Sales LLP

TRANSIT 66

#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

Modi Reality Mallapur LLP

Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge, 500076

GSTIN: 36AAEFM1459R1ZP

PAN AAEFM1459R

Invoice No. 20704

Invoice Date. 02-12-2021

PO No. 83115

PO Date. 30-11-2021

Req ID 71595

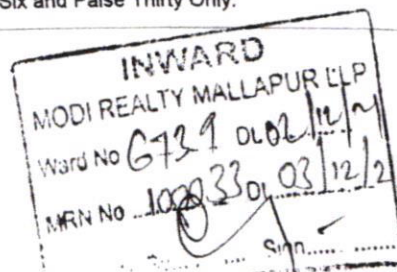
Req Date 29-11-2021

Loc Req No 187964

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	5	220.00	1,100.00	12	132.00
2	7560 - Stationery - other - Pen - NA - nos	9608	20	3.50	70.00	12	8.40
	Blue						
3	7544 - Stationery - other - Marker - NA - nos	9608	20	16.00	320.00	12	38.40
4	7507 - Stationery - other - Box file - Big - nos		10	41.00	410.00	18	73.80
5	7592 - Stationery - other - stamp pad - NA - nos	9612	5	32.00	160.00	18	28.80
6	4001 - Consumables - Air Freshner - NA - nos	3307	5	45.00	225.00	18	40.50
7	2117 - Carpentry - hardware - Measuring tape - 5mtrs	9017	3	110.00	330.00	18	59.40
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IGST		CGST	SGST	Total Taxable Amount		2,615.00	381.30
		190.65	190.65	Total Invoice Amount		2,996.30	

Rupees : Two Thousand Nine Hundred Ninty Six and Paise Thirty Only.

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

ORIGINAL INVOICE

1 of 1 :

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7**Customer Details**

Modi Reality Mallapur LLP

Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge, 500076

GSTIN : 36AAEFM1459R1ZP

PAN AAEFM1459R

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Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

