PURCHASE DIVISION
Advice for approval for credit to supplier

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Date:	08/1/22	Prepared by:	Janaki
PO/WO no.	83115	PO / WO Date.	30/11/21
Supplier Name	Summit Sales LLP	PO/WO amount	4,487.90/-
Firm/Company	Modi reality Malleapur LLP	Project	GMR.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	21026	20/12/21	1,232/-
2.	/	/	/
3.	/	/	/
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,232/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	18003	20/12/21	100033	☑ Yes ☐ No
2.				☑ Yes ☐ No
3.				☑ Yes ☐ No
4.				☑ Yes ☐ No

Amount B –Other Credits : Hamali charges	–
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	1,232/-
Amount E – PO / WO value:	4,487.90/-
Amount F = Difference (A – E):	3,255.9/-

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	17/01/22
Remarks:	~~part~~ Bill final bill

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Janaki	APPROVED					
Date	08/01/22.	08 JAN 2022					

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	21026
Modi Reality Mallapur LLP	Invoice Date.	20-12-2021
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076	PO No.	83115
	PO Date.	30-11-2021
	Req ID	71595
GSTIN : 36AAEFM1459R1ZP PAN AAEFM1459R	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							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	1,100.00		132.00
	66.00	66.00	Total Invoice Amount		1,232.00	

Rupees : One Thousand Two Hundred Thirty Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST. IN WARD No: 88666 Date: 20/12 Sign:

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.	18003
Modi Reality Mallapur LLP	DC Date.	20-12-2021
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076	PO No.	83115
	PO Date.	30-11-2021
	Req ID	71595
GSTIN : 36AAEFM1459R1ZP	Req Date	29-11-2021
	Loc Req No	187964

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	5
2			
3			
4			
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6			
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INWARD
MODI REALTY MALLAPUR LLP
Ward No: 6739 Dt: 02/12/21
MRN No: 100033 Dt:
Received By: Sign: Janaki

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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.

Part bill !

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

bal. Amt : 1,431.60 ₹/-

21124 → 23/12/21 → 2592/-

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
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 office purpose
Completion Date	Nil
Measurment	Nil

For ***Modi Reality Mallapur LLP***

Authorised Signatory

Name : ____________

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Date : __/__/____

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Requisition Form

[illegible]	[illegible] REALTY MALLAPUR LLP	Date	29.11.21
[illegible]ase	GULMOHAR RESIDENCY	Time	14.00
[illegible]pplier		Req. No	187964
Material required before date	01.12.21	ID No	71595

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	Approved by	
Sign & Date	29.11.21	Sign & Date	

Note:

APPROVED
30 NOV 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Sravani

APPROVED
[illegible] 2021
[illegible] MANAGER