PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 6/1/22		Prepared by:	Monika
PO/WO no.	84022	PO / WO Date.	29/12/21
Supplier Name	SSLLP	PO/WO amount	5,003.25/-
Firm/Company	MCR LLP	Project	NRK
Sl. No.	Bill No.	Bill Date	Bill amount
1	21252	30/12/21	5,003.25/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			5,003.25/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	18181	30/12/21	10537	☑ ~~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:	5,003.25/-
Amount E – PO / WO value:	5,003.25/-
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	10/1/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Monika	[signature] APPROVED					
Date	6/1/22	06 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. 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

Customer Details		
Modi Constructions & Reality LLP	Invoice No.	21252
Sy no. 230 to 243, Plot no 11, Thurkapally, Shameerpet, Hyderabad	Invoice Date.	30-12-2021
	PO No.	84022
	PO Date.	29-12-2021
	Req ID	72484
GSTIN : 36ABJFM5257F1Z3 PAN ABJFM5257F	Req Date	27-12-2021
	Loc Req No	186177

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7507 - Stationery - other - Box file - Big - nos		20	94.50	1,890.00	18	340.20
2	7555 - Stationery - other - Paper - A4 - bundles	4810	10	231.00	2,310.00	12	277.20
3	7594 - Stationery - other - Stapler pin - other - boxes small	7415	10	6.00	60.00	18	10.80
4	7594 - Stationery - other - Stapler pin - other - boxes Big	7415	5	19.50	97.50	18	17.56
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IGST	CGST	SGST				
			Total Taxable Amount	4,357.50		645.76
	322.88	322.88	Total Invoice Amount	5,003.25		

Rupees : Five Thousand Three and Paise Twenty Five Only.

SUMMIT SALES LLP ★ R.R. DIST. ★
IN WARD
No: 59107
Date: 31/12
Sign:

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

Customer Details	DC No.	18181
Modi Constructions & Reality LLP	DC Date.	30-12-2021
Sy no. 230 to 243, Plot no 11, Thurkapally, Shameerpet, Hyderabad	PO No.	84022
	PO Date.	29-12-2021
	Req ID	72484
GSTIN : 36ABJFM5257F1Z3	Req Date	27-12-2021
	Loc Req No	186177

	Description of Goods	HSN/SAC	Qty
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2	7555 - Stationery - other - Paper - A4 - bundles	4810	10
3	7594 - Stationery - other - Stapler pin - other - boxes	7415	10
4	7594 - Stationery - other - Stapler pin - other - boxes	7415	5
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Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory

Purchase Order

 29-12-2021 15:11:21

84022

5:44:06

From Company : **Modi constructions & Reality LLP**
5-4-187/3&4, II nd floor, SOham Mansion, MG Road, Secunderabad-50
G S T No. : 36ABJFM5257F1Z3

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	84022	186177
	Doc Date	29-12-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	29-12-2021	
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	7507 - Stationery - other - Box file - Big - nos	20.00	94.50	0.00	18.00	2,230.20
2	7555 - Stationery - other - Paper - A4 - bundles	10.00	231.00	0.00	12.00	2,587.20
3	7594 - Stationery - other - Stapler pin - other - boxes *small*	10.00	6.00	0.00	18.00	70.80
4	7594 - Stationery - other - Stapler pin - other - boxes *Big*	5.00	19.50	0.00	18.00	115.05
					Total Order Value . . .	**5,003.25**

Rupees : Five Thousand Three and Paise Twenty Five 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 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 office purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery /DC can be sent by email.

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

Authorised Signatory

Name : 30/12/2021

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name	Modi constructions and realtors llp	Date:	27.12.2021
Site & Phase	Nextopolis	Time:	16:50
Supplier		Req. No.	186177
Material requried before date: Urgent		ID No.	72484

No	Description	Size	Quantity	Units	Inward No	Date
1	BOX Flies	Std	20	Nos		
2	Papers	A 4	10	bundles		
3	Staplers pins 84022	small	10	Packs		
4	Staplers pins	big	05	Packs		
5						
6						
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8						
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10						

Remarks: For site office use purpose.

APPROVED
30 DEC 2021
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	S.Shravya	Approved by	
Sign.& Date	27.12.2021	Sign. & Date	

27/12/21.

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

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Modi Constructions & Reality LLP	DC Date.	30-12-2021
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24	RD		
25	Inward No: 1517 Dt: 31/12/21		
26	101587 Dt: 31/12/21		
27	Sign:		
28	NIRAJ NERAJ		
29	MODI CON ... & REALTY LLP		
30			

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction