PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/1/22	Prepared by	T.D. Mpeeny	Serial no.	1116
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	MRPLLP	Project	NGH	HO received date	
PO/WO date	4/1/22	PO/WO No.	84229	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21328	5/1/22	4,087-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	4,087-00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 101929 — Proof of delivery matches MRN	☑ 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:	4,087-00
Amount E – PO / WO value:	4,087-00
Amount F – Difference (A – E):	–
Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Part received
Close PO / WO	☑ Yes □ No – wait for balance material □ Other
Payment – due date	24/1/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	T.D. Mpeeny				
Sign:	[signature]	[signature]			
Date	18/1/22	18 JAN 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
18 JAN 2022
MINISH PARIKH
MANAGER PROCUREMENT

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

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 Realty Pocharam LLP	Invoice No.	21328
Nilgiri Heights, Pocharam, 500088	Invoice Date.	05-01-2022
	PO No.	84229
	PO Date.	04-01-2022
	Req ID	72644
GSTIN : 36ABIFM1836H1Z7 PAN AB1FM1836H	Req Date	04-01-2022
	Loc Req No	181810

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	6	86.00	516.00	18	92.88
2	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6	76.00	456.00	18	82.08
3	4022 - Consumables - Dettol - NA - nos	3401	6	86.00	516.00	18	92.88
4	4014 - Consumables - Colin - 500ml - nos	3402	6	88.00	528.00	18	95.04
5	4001 - Consumables - Air Freshner - NA - nos Odonil	3307	6	45.00	270.00	18	48.60
6	4001 - Consumables - Air Freshner - NA - nos Room Freshner	3307	6	86.00	516.00	18	92.88
7	4009 - Consumables - Coconut Broom - other - nos	9603	6	15.75	94.50	0	0.00
8	4040 - Consumables - Mopping Cloth - NA - nos White-12 Yellow-12	6307	24	15.75	378.00	0	0.00
9	4000 - Consumables - Acid - NA - ltrs	2806	6	21.00	126.00	18	22.68
10	4065 - Consumables - Vim bar - NA - nos	3405	3	45.00	135.00	18	24.30
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	3,535.50	551.34
	275.67	275.67	Total Invoice Amount	4,086.84	

Rupees : Four Thousand Eighty Six and Paise Eighty Four Only.

SUMMIT SALES LLP
IN WARD
No: 89314
Date: 5/01
Sign: ......
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

84229

 04-01-2022 15:55:38

5:44:07

From Company : **Modi Realty Pocharam LLP**
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-5(
G S T No. : 36ABIFM1836H1Z7

Supplier Details			
Summit Sales LLP	**Doc No**	84229	181810
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	04-01-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	04-01-2022	
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	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	6.00	86.00	0.00	18.00	608.88
2	4035 - Consumables - Harpic - Cleaner - 500ml - nos	6.00	76.00	0.00	18.00	538.08
3	4022 - Consumables - Dettol - NA - nos	6.00	86.00	0.00	18.00	608.88
4	4014 - Consumables - Colin - 500ml - nos	6.00	88.00	0.00	18.00	623.04
5	4001 - Consumables - Air Freshner - NA - nos *Odonil*	6.00	45.00	0.00	18.00	318.60
6	4001 - Consumables - Air Freshner - NA - nos *Room Freshner*	6.00	86.00	0.00	18.00	608.88
7	4009 - Consumables - Coconut Broom - other - nos	6.00	15.75	0.00	0.00	94.50
8	4040 - Consumables - Mopping Cloth - NA - nos *White-12 Yellow-12*	24.00	15.75	0.00	0.00	378.00
9	4000 - Consumables - Acid - NA - ltrs	6.00	21.00	0.00	18.00	148.68
10	4065 - Consumables - Vim bar - NA - nos	3.00	45.00	0.00	18.00	159.30
					Total Order Value . . .	**4,086.84**

Rupees : Four Thousand Eighty Six and Paise Eighty Four Only.

<u>Terms and Conditions :-</u>

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	Nilgiri Heights pocharam Phone. .9849497484
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.

For ***Modi Realty Pocharam LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Purchase Order

 04-01-2022 15:55:38 Original / Office Copy / Purchase Div.Copy

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
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 Realty Pocharam LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Modi Realty Pocharam LLP	Date:	04-01-2022
Site & Phase :	Niligiri Heights	Time:	12:26
Supplier:		Req. No.	181810
0Material required before date:	Urgent	ID No.	72644

No	Description	Size	Quantity	Units	Inward No	Date
1	**Lizol**	**Std**	06	No's		
2	Harpic	Std	06	No's		
3	Hand wash	Std	06	No's		
4	Colin	Std	06	No's		
5	Room freshners	Std	06	No's		
6	Room spray	Std	06	No's		
7	Bombay brooms 84229	Large	06	No's		
8	Coconut brooms	Large	06	No's		
9	White cloth	Std	01	Dozen		
10	Yellow cloth	Std	01	Dozen		
11	acid	Std	06	No's		
12	Vim	Std	04	No's		
13						
14						

Remarks: for site office use

Prepared By	S.Sharvani	Approved by	
Sign.& Date	04-01-22	Sign. & Date	

APPROVED
04 JAN 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

Note: On receipt of material at site write inward number and date in last 2 columns.

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		
Modi Realty Pocharam LLP	DC No.	18257
Nilgiri Heights, Pocharam, 500088	DC Date.	05-01-2022
	PO No.	84229
	PO Date.	04-01-2022
	Req ID	72644
GSTIN : 36ABIFM1836H1Z7	Req Date	04-01-2022
	Loc Req No	181810

	Description of Goods	HSN/SAC	Qty
1	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	6
2	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6
3	4022 - Consumables - Dettol - NA - nos	3401	6
4	4014 - Consumables - Colin - 500ml - nos	3402	6
5	4001 - Consumables - Air Freshner - NA - nos	3307	6
6	4001 - Consumables - Air Freshner - NA - nos	3307	6
7	4009 - Consumables - Coconut Broom - other - nos	9603	6
8	4040 - Consumables - Mopping Cloth - NA - nos	6307	24
9	4000 - Consumables - Acid - NA - ltrs	2806	6
10	4065 - Consumables - Vim bar - NA - nos	3405	3
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for Summit Sales LLP

Subject to Hyderabad Jurisdiction

INWARD
Inward No: 10799 Dt: 5/01/22
MRN No: 101929 Dt: 7/1/22
Received By: Bhola Sign:
NILGIRI HEIGHTS

Authorised signatory

SUMMIT SALES LLP
INWARD
No: 76827
Date: 8/01
Sign:
R.R. DIST.