PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	17/1/22	Prepared by	Prabhakar	Serial no.	1384
Supplier name	Summit Sales LLP			HO inward no.	—
Firm/Company	MPPL	Project	MPL	HO received date	—
PO/WO date	29/12/21	PO/WO No.	84031	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21410	10/1/22	2,689-38	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,689-38

Proof of delivery by way of ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report

MRN nos.:	102148	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:	2,689-38
Amount E – PO / WO value:	11,120-16
Amount F – Difference (A – E):	8,430-78

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:	— Find Bill —

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prabhakar			
Sign:		APPROVED			
Date		17 JAN 2022			
Approval limit	Upto 20k	Above 20k P. PRABHAKAR Sr. MANAGER PURCHASE	Above 100k	Upto 20k	Above 20k

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

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Modi Properties Private Limited,.	Invoice No.	21410
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	10-01-2022
	PO No.	84031
	PO Date.	29-12-2021
	Req ID	72454
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Req Date	28-12-2021
	Loc Req No	178277

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4006 - Consumables - Bucket - other - nos With Mug	7310	3	231.00	693.00	18	124.74
2	4041 - Consumables - Mopping stick - NA - nos	9603	6	128.00	768.00	18	138.24
3	4005 - Consumables - Broom with stick - NA - nos		6	115.00	690.00	18	124.20
4	4059 - Consumables - Surf Detergent Powder - NA -	3402	6	24.00	144.00	5	7.20
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15							

IGST	CGST	SGST			
			Total Taxable Amount	2,295.00	394.38
	197.19	197.19	Total Invoice Amount	2,689.38	

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

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP R.R. DIST. IN WARD No: 89543 Date: 10/01 Sign:

Subject to Hyderabad Jurisdiction

Purchase Order

 29-12-2021 15:11:21

84031

5:44:06

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**	84031	178277
	Doc Date	29-12-2021	
	Quote No	Nil	
	Quote Date	29-12-2021	
	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	4022 - Consumables - Dettol - NA - nos	6.00	86.00	0.00	18.00	608.88
3	4046 - Consumables - Phinyle - 1Ltr - nos	12.00	52.00	0.00	18.00	736.32
4	4014 - Consumables - Colin - 500ml - nos	6.00	88.00	0.00	18.00	623.04
5	4098 - Consumables - Dust pan - NA - nos	6.00	35.00	0.00	18.00	247.80
6	4001 - Consumables - Air Freshner - NA - nos *Odonil*	6.00	45.00	0.00	18.00	318.60
7	4001 - Consumables - Air Freshner - NA - nos *Room freshners*	6.00	86.00	0.00	18.00	608.88
8	4000 - Consumables - Acid - NA - ltrs	24.00	21.00	0.00	18.00	594.72
9	4006 - Consumables - Bucket - other - nos *With Mug*	6.00	231.00	0.00	18.00	1,635.48
10	4041 - Consumables - Mopping stick - NA - nos	6.00	128.00	0.00	18.00	906.24
11	4071 - Consumables - Wiper - Other - nos	6.00	84.00	0.00	18.00	594.72
12	4005 - Consumables - Broom with stick - NA - nos	6.00	115.00	0.00	18.00	814.20
13	4003 - Consumables - Bombay Broom - Big - nos	15.00	68.00	0.00	0.00	1,020.00
14	4009 - Consumables - Coconut Broom - other - nos	50.00	15.75	0.00	0.00	787.50
15	4026 - Consumables - Dust bin - NA - nos	6.00	55.00	0.00	18.00	389.40
16	4059 - Consumables - Surf Detergent Powder - NA - kgs	6.00	24.00	0.00	5.00	151.20
17	4065 - Consumables - Vim bar - NA - nos	3.00	45.00	0.00	18.00	159.30
18	4040 - Consumables - Mopping Cloth - NA - nos *White-10 Yellow-10*	20.00	15.75	0.00	0.00	315.00

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name : 30/12/2021

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________________

Date : __/__/____

Purchase Order

 29-12-2021 15:11:21 Original / Office Copy / Purchase Div.Copy

		Total Order Value . . .			11,120.16

Rupees : Eleven Thousand One Hundred Twenty and Paise Sixteen 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	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
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
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.

Part Bill :-
Bill no : 21236
Bill amount : 8,430.78/-
Blc : 2,689.38/-

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

30/12/2021

Name :

Name :

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	28.12.2021
Site & Phase :	May Flower Platinum	Time:	10:30
Supplier		Req.No.	178277
Material required before date:	31..12.2021	ID No.	72454

No	Description	Size	Quantity	Units	Inward No	Date
1	Lizol	std	10	No's		
2	Dettol handwash	std	10	No's		
3	Dettol liquid	std	06	No's		
4	Phenyl	std	12	No's		
5	Colin	std	10	No's		
6	Dust pad	std	10	No's		
7	Room freshner	std	06	No's		
8	Odonil	std	06	No's		
9	Acid	std	24	No's		
10	Plastic bucket	std	06	No's		
11	Plastic mug	std	06	No's		
12	Moping stick 84031	std	06	No's		
13	Viper stick	std	06	No's		
14	Broom stick	std	06	No's		
15	Bombay broom's -big	std	20	No's		
16	Coconut Broom's	std	50	No's		
17	Dust bin	std	06	No's		
18	Surf excel	std	10	No's		
19	Vim bar	std	06	No's		
20	White clothes/yellow clothes	std	20	No's		

Remarks: Towards Site use purpose .

Prepared By	N.Subhash	Approved by	S.V.Subba Reddy
Sign.& Date	28.12.2021	Sign. & Date	

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

APPROVED
30 DEC 2021
MINISH PARIKH
MANAGER PROCUREMENT

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 Properties Private Limited,.	DC No.	18339
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	DC Date.	10-01-2022
	PO No.	84031
	PO Date.	29-12-2021
	Req ID	72454
GSTIN : 36AABCM4761E1ZM	Req Date	28-12-2021
	Loc Req No	178277

	Description of Goods	HSN/SAC	Qty
1	4006 - Consumables - Bucket - other - nos	7310	3
2	4041 - Consumables - Mopping stick - NA - nos	9603	6
3	4005 - Consumables - Broom with stick - NA - nos		6
4	4059 - Consumables - Surf Detergent Powder - NA - kgs	3402	6
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Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 8503	Dt: 10/01/22
MRN No: 10214 8	Dt:
Received By:	Sign: h 18
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.	

for Summit Sales LLP

Authorised Signatory

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 7690
Date: 12/01
Sign: