

PURCHASE DIVISION
Advice for approval for credit to supplier

⑥

Date: 17/01/22		Prepared by: Jānake		Serial no. 1340	
Supplier name: Summit Sales LLP				HO inward no.	
Firm/Company: MPPCL		Project: HHO		HO received date	
PO/WO date: 14/12/21		PO/WO No. 83571		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	21153	27/12/21	519.20/-	☒ Yes ☐ No	
2.			/	☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				519.20/-	
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:		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:				519.20/-	
Amount E – PO / WO value:				519.20/-	
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		24/01/22			
Remarks: Final Bill					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Jānake	Parbhakar			
Sign:	Jānake	Parbhakar			
Date	17/01/22				
Approval limit	Upto 20k	Above 20k	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 weightment 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.

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

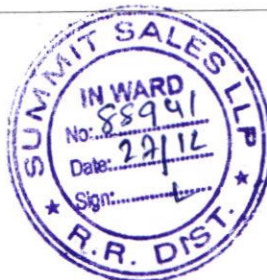
PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 :

Customer Details				Invoice No.	21153		
Modi Properties Pvt. Ltd. HEAD OFFICE,5-4-187/3&4,M.G ROAD SEC'BAD GSTIN : 36AABCM4761E1ZM PAN AABCM4761E				Invoice Date.	27-12-2021		
				PO No.	83571		
				PO Date.	14-12-2021		
				Req ID	72042		
				Req Date	13-12-2021		
				Loc Req No	183328		
Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt	
1 2117 - Carpentry - hardware - Measuring tape - 5mtrs	9017	4	110.00	440.00	18	79.20	
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST	CGST	SGST	Total Taxable Amount		440.00	79.20	
	39.60	39.60	Total Invoice Amount		519.20		

Rupees : Five Hundred Nineteen and Paise Twenty Only.

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order

Page(s) 1 Of 1

14-12-2021 11:47:10

Or



83571

09.12.21 3:17:43

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IIInd 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	83571	183328
Doc Date	14-12-2021	
Quote No	Nil	
Quote Date	14-12-2021	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	4.00	110.00	0.00	18.00	519.20
Total Order Value . . .					519.20

Rupees : Five Hundred Nineteen and Paise Twenty 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 Head Office
5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003
Phone. 040-66335551

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 E & D 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 Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**Name : 

Name : _____

Date : __/__/__

B
Requisition Form

1557

Company Name:		MPPL		Date:		13-12-2021	
Site & Phase :		HO		Time:		10:30 AM	
Supplier				Req. No.		183328	
Material required before date:			Urgent		ID No.		72042

No	Description	Size	Quantity	Units	Inward No	Date
1	5mtr measuring tapes	STD	04	Nos		
2						
3						
4						
5						
6						
7						
8						
9						
10						

83571

APPROVED

13 DEC 2021

Remarks : Towards E&D c purpose.

Prepared By	MEENAKSHI.N	Approved by	
Sign.& Date	13- 12-2021	Sign. & Date	

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

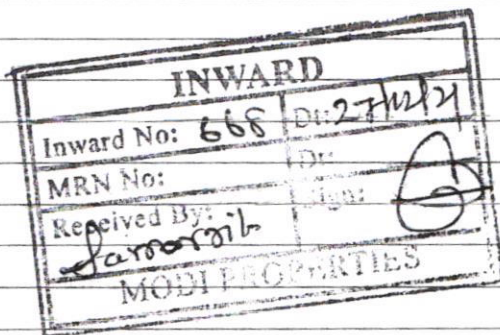
Email: purchase@modiproperties.com

Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 27-12-2021

Customer Details		DC No.	18085
Modi Properties Pvt. Ltd.		DC Date.	27-12-2021
HEAD OFFICE, 5-4-187/3&4, M.G. ROAD SEC'BAD		PO No.	83571
		PO Date.	14-12-2021
		Req ID	72042
		Req Date	13-12-2021
GSTIN : 36AABCM4761E1ZM		Loc Req No	183328
Description of Goods		HSN/SAC	Qty
1	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	9017	4
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

