PURCHASE DIVISION

Advice for approval for credit to supplier

1524

Date:	20/1/22	Prepared by	Sneha.	Serial no.	1524
Supplier name	Summit Sales Up			HO inward no.	
Firm/Company	Modi Realty Pocharam Up	Project	NGH	HO received date	
PO/WO date	11/1/22	PO/WO No.	84429	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21541	18/1/22	800.96/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	800.96/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	102469	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:	800.96/-
Amount E – PO / WO value:	800.96/-
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:	- final bill -

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Sneha				
Sign:	Sneha				
Date	20/1/22				
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 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.

ORIGINAL INVOICE

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		
Modi Realty Pocharam LLP	Invoice No.	21541
Nilgiri Heights, Pocharam, 500088	Invoice Date.	18-01-2022
	PO No.	84429
	PO Date.	11-01-2022
	Req ID	72833
	Req Date	10-01-2022
GSTIN : 36ABIFM1836H1Z7 PAN AB1FM1836H	Loc Req No	181821

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7544 - Stationery - other - Marker - NA - nos	9608	20	16.00	320.00	18	57.60
	Black						
2	7512 - Stationery - other - CD Marker - NA - nos	9608	20	18.90	378.00	12	45.36
	Green & Red						
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	698.00	102.96
	51.48	51.48	Total Invoice Amount	800.96	

Rupees : Eight Hundred and Paise Ninty Six Only.

for Summit Sales LLP

SUMMIT SALES LLP R.R. DIST. INWARD 89777 18/01

Authorised signatory

Subject to Hyderabad Jurisdiction

 11-01-2022 13:37:36

Purchase Order

84429
08.01.22 11:42:54

From Company : **Modi Realty Pocharam LLP**
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003
G S T No. : 36ABIFM1836H1Z7

Supplier Details			
Summit Sales LLP	**Doc No**	84429	181821
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	11-01-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	11-01-2022	
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	7544 - Stationery - other - Marker - NA - nos *Black*	20.00	16.00	0.00	18.00	377.60
2	7512 - Stationery - other - CD Marker - NA - nos *Green & Red*	20.00	18.90	0.00	12.00	423.36
					Total Order Value . . .	**800.96**

Rupees : Eight Hundred and Paise Ninty Six 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	Nilgiri Heights pocharam Phone. .9849497484
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.

For ***Modi Realty Pocharam LLP***

Authorised Signatory

11/01/2022

Name : ______________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	Modi Realty Pocharam LLP	Date:	10.01.22
Site & Phase :	Niligiri Heights	Time:	17:08
Supplier:	SSLLP	Req. No.	181821
0Material required before date:		ID No.	72833

No	Description	Size	Quantity	Units	Inward No	Date
1	**Markers (black)**	**std**	02	Packets		
2	Cd markers green 84429	std	01	Packets		
3	Cd markers red	std	01	Packets		
4						
5						
6						
7						
8						
9						
10						

Remarks: for site use

Prepared By	S.Sharvani	Approved by	
Sign.& Date	10.01.22	Sign. & Date	

APPROVED
11 JAN 2022
MINISH PARIKH
MANAGER PROCUREMENT

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.	18450
Nilgiri Heights, Pocharam. 500088	DC Date.	18-01-2022
	PO No.	84429
	PO Date.	11-01-2022
	Req ID	72833
	Req Date	10-01-2022
GSTIN : 36ABIFM1836H1Z7	Loc Req No	181821

	Description of Goods	HSN/SAC	Qty
1	7544 - Stationery - other - Marker - NA - nos	9608	20
2	7512 - Stationery - other - CD Marker - NA - nos	9608	20
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INWARD

Inward No: 10857 Dt: 18/01/22

MRN No: 102469 Dt: 20/01/22

Received By: Bhole Sign:

NILGIRI HEIGHTS

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST.

IN WARD No: 77129 Date: 22/01 Sign: