

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 22/1/22		Prepared by: P. Bhaskar		Serial no. 1665	
Supplier name: Sumast Sels LLP				HO inward no.	
Firm/Company: MPPL		Project: MPL		HO received date	
PO/WO date: 24/1/22		PO/WO No. 12/1/22		Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21584	19/1/22	1616.60	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.			/	☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			1616.60
Proof of delivery by way of ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.: 102432	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:			1616.60
Amount E – PO / WO value:			1616.60
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:		P. Bhaskar			
Sign:					
Date		22 JAN 2022			
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.

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

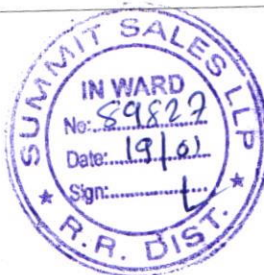
PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 :

Customer Details				Invoice No.	21584		
Modi Properties Private Limited., Sy No. 82/1, Mallapur, Nacharam, Hyderabad				Invoice Date.	19-01-2022		
				PO No.	84629		
				PO Date.	18-01-2022		
				Req ID	72273		
				Req Date	20-12-2021		
GSTIN : 36AABCM4761E1ZM				PAN AABCM4761E		Loc Req No	178256
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7663 - Stationery -other - Executive bag - NA - nos	4202	2	685.00	1,370.00	18	246.60
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
Total Taxable Amount				1,370.00		246.60	
Total Invoice Amount				1,616.60			

Rupees : One Thousand Six Hundred Sixteen and Paise Sixty Only.

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order

Page(s) 1 Of 1

18-Jan-22 1:17:07 PM

Orig:



84629

08.01.22 11:50:03

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	84629	178256
Doc Date	18-01-2022	
Quote No	Nil	
Quote Date	18-01-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7663 - Stationery -other - Executive bag - NA - nos	2.00	685.00	0.00	18.00	1,616.60
Total Order Value . . .					1,616.60

Rupees : One Thousand Six Hundred Sixteen and Paise Sixty Only.

Terms and Conditions :-

Specification / Brand HP 15.6 Inches expandable laptop bag.

Payment Terms After Delivery & Production of bill

Tax Included in the above prices

Delivery Date With in a day

Delivery Location May Flower Platinum
Sy 82/1, Mallapur, Nacharam.
Phone. 7680971999

Penalty For Delay Nil

Transportation Cost Nil

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications, damages if any in suppliers account Narendar reddy, Subash, 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

Name :

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : __/__/__

Requisition Form

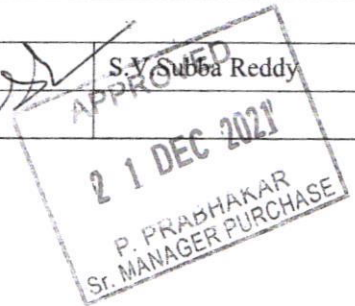
	Modi Properties Pvt Ltd	Date:	20.12.2021
	May Flower Platinum	Time:	05:20
		Req.No.	178256
Material required before date:	23.12.2021	ID No.	72273

No	Description	Size	Quantity	Units	Inward No	Date
1	Laptop bags	Std	2	No's		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: Towards narender reddy sir and subhash laptop use Purpose.

Prepared By	R.Ashok	Approved by	S.V. Subba Reddy
Sign. & Date	20.12.2021	Sign. & Date	

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



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

1 of 1 : 19-01-2022

Customer Details		DC No.	18491
Modi Properties Private Limited.		DC Date	19-01-2022
Sy No. 82/1, Mallapur, Nacharam, Hyderabad		PO No.	84620
		PO Date	18-01-2022
		Req ID	72881
		Req Date	12-01-2022
		Loc Req No	178318
Description of Goods		HSN/SAC	Qty
1	7683 - Stationery - printing - Scanner - NA - Nos		1
2			
3			
4			
5			
6			
7			
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Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 8548	Dr: 19/1/22
MRN No: 102432	Dr:
Received By:	Sign: [Signature]
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.	

for Summit Sales LLP

