PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	24/01/22	Prepared by	Vanajakshi	Serial no.	...1755
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	Nilgiri Estates	Project	Nilgiri Estate	HO received date	
PO/WO date	19/12/21	PO/WO No.	83473	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21614	20/01/22	6,608/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	6,608/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 102524 — 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:	6,608/-
Amount E – PO / WO value:	16,520/-
Amount F – Difference (A – E):	9,912/-
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	31/01/22
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi	Bhaskaran			
Sign:	[signature]	[signature]			
Date	24/01/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED 24 JAN 2022

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	Invoice No.	21614
Nilgiri Estates	Invoice Date.	20-01-2022
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	83473
	PO Date.	09-12-2021
	Req ID	71813
GSTIN : 36AAHFN0766F1ZA PAN AAHFN0766F	Req Date	06-12-2021
	Loc Req No	175449

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4581 - Electrical - other - Gate lamp - NA - nos		8	700.00	5,600.00	18	1,008.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
	504.00	504.00	Total Taxable Amount	5,600.00	1,008.00
			Total Invoice Amount	6,608.00	

Rupees : Six Thousand Six Hundred Eight Only.

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 89839
Date: 26/01
Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 10-12-2021 12:13:34 PM

Or 83473
09.12.21 3:16:08

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details			
Summit Sales LLP	**Doc No**	83473	175449
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	09-12-2021	
	Quote No	NIL	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	06-12-2021	
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	4581 - Electrical - other - Gate lamp - NA - nos	20.00	700.00	0.00	18.00	16,520.00
					Total Order Value . . .	**16,520.00**

Rupees : Sixteen Thousand Five Hundred Twenty Only.

Terms and Conditions :-

part Bill recd @
Bill NO - 21130 - 23/12/21
Amt 9912/-
Bal Rs. 6608/-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Within 7 days
Delivery Location	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. 9030931172
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 villa no's 129, 130, 131, 132, 147, 148, 149, 150, 151, 152 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 invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.

For *Nilgiri Estates*
Authorised Signatory

Name :

Name :

Accepted the above Terms And Conditions
For *Summit Sales LLP*

Date : __/__/____

Requisition Form

Company Name	NILGIRI ESTATES	Date:	06-12-2021
Site & Phase :	NILGIRI ESTATE	Time:	12:00
Supplier		Req. No.	175449
Material required before date:		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1	Gate lights (Square)	STD	20	NOS		
3						
4						
5						
6						
7						
8	83473 .					
9						
10						

Remarks: - For villa no: 129, 130, 131, 132, 147, 148, 149, 150, 151 , 152 purpose.

APPROVED
2 9 OCT 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Prepared By	Sadhana	Approved by	Akheel
Sign.& Date	06-12-21	Sign. & Date	06-12-21

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

APPROVED
0 6 DEC 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Certified by:
Project Manager
Nilgiri Estates

Company Name:		Date:	
Site & Phase :		Time:	
Supplier		Req. No.	
Material required before date:	Urgent	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:

Prepared By		Approved by	
Sign.& Date		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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	DC No.	18515
Nilgiri Estates	DC Date.	20-01-2022
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	83473
	PO Date.	09-12-2021
	Req ID	71813
	Req Date	06-12-2021
GSTIN : 36AAHFN0766F1ZA	Loc Req No	175449

	Description of Goods	HSN/SAC	Qty
1	4581 - Electrical - other - Gate lamp - NA - nos		8
2			
3			
4			
5			
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for Summit Sales LLP

Subject to Hyderabad Jurisdiction

INWARD
In ward No: 99842 Dt: 20/01/22.
MRN No: 102524 Dt: 21/01/22
Received By: Ashish
Sign:

Authorised signatory

SUMMIT SALES LLP
IN WARD
No. 77206
Date: 24/01
Sign:
R.R. DIST