PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	31/1/22	Prepared by	Nagendar	Serial no.	- U 191
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	Modi Properties PL	Project	May flower Platinum	HO received date	
PO/WO date	25/1/22	PO/WO No.	84874	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21721	27/1/22	3,663.90	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,663.9/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	102833	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:	3,663.9
Amount E – PO / WO value:	6,690.60
Amount F – Difference (A – E):	3,026.1/-
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	7/2/22
Remarks:	- Part bill -

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Nagendar				
Sign:	D. Nag	31 JAN 2022			
Date	31/1/22	MINISH PARIKH			
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

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		
Modi Properties Private Limited,.	Invoice No.	21721
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	27-01-2022
	PO No.	84874
	PO Date.	25-01-2022
	Req ID	73181
	Req Date	22-01-2022
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Loc Req No	178335

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4041 - Consumables - Mopping stick - NA - nos	9603	6	128.00	768.00	18	138.24
2	4071 - Consumables - Wiper - Other - nos	9603	6	84.00	504.00	18	90.72
3	4046 - Consumables - Phinyle - 1Ltr - nos	2907	3	52.00	156.00	18	28.08
4	4022 - Consumables - Dettol - NA - nos liquid	3401	6	86.00	516.00	18	92.88
5	4001 - Consumables - Air Freshner - NA - nos Odonil	3307	6	45.00	270.00	18	48.60
6	4001 - Consumables - Air Freshner - NA - nos Room Freshner	3307	6	45.00	270.00	18	48.60
7	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	6	76.00	456.00	18	82.08
8	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	3	55.00	165.00	18	29.70
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	3,105.00	558.90
	279.45	279.45	Total Invoice Amount	3,663.90	

Rupees : Three Thousand Six Hundred Sixty Three and Paise Ninty Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 90144 Date: 22/6/ Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 25-01-2022 15:26:28

84874
08.01.22 12:01:48

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	**Doc No**	84874	178335
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	25-01-2022	
	Quote No	NIL	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	22-01-2022	
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	4041 - Consumables - Mopping stick - NA - nos	12.00	128.00	0.00	18.00	1,812.48
2	4071 - Consumables - Wiper - Other - nos	6.00	84.00	0.00	18.00	594.72
3	4000 - Consumables - Acid - NA - ltrs	24.00	21.00	0.00	18.00	594.72
4	4046 - Consumables - Phinyle - 1Ltr - nos	6.00	52.00	0.00	18.00	368.16
5	4022 - Consumables - Dettol - NA - nos *liquid*	6.00	86.00	0.00	18.00	608.88
6	4022 - Consumables - Dettol - NA - nos *Hand Wash*	6.00	86.00	0.00	18.00	608.88
7	4001 - Consumables - Air Freshner - NA - nos *Odonil*	6.00	45.00	0.00	18.00	318.60
8	4001 - Consumables - Air Freshner - NA - nos *Room Freshner*	6.00	45.00	0.00	18.00	318.60
9	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	12.00	76.00	0.00	18.00	1,076.16
10	4035 - Consumables - Harpic - Cleaner - 500ml - nos	6.00	55.00	0.00	18.00	389.40
			Total Order Value . . .			**6,690.60**

Rupees : Six Thousand Six Hundred Ninty and Paise Sixty 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

PART DELIVERY DETAILS

S.no.		Bill Dt.	Amount
1.	21721	27/1/22	3,663.9
2.			
3.			
4.			
5.			

Bal; Amt - 3,026/-

31/1/22

For *Modi Properties Pvt.Ltd.*
Authorised Signatory

25/01/2022

Name :

Contact - -

Name :

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

Date : __/__/____

Purchase Order

 25-01-2022 15:26:28 Original / Office Copy / Purchase Div.Copy

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 General Office Use 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

25/01/2022

Name : ______

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd		Date:	22.01.2022
Site & Phase :	May Flower Platinum		Time:	12:52
Supplier			Req.No.	178335
Material required before date:		24.01.2022	ID No.	73181

No	Description	Size	Quantity	Units	Inward No	Date
1	Mopping Stick		12	No's		
2	Wiper Stick		06	No's		
3	Acid		24	No's		
4	Phenyl		06	No's		
5	Dettol Liquid		06	No's		
6	Hand wash		06	No's		
7	Odonil		06	No's		
8	Room Freshener		06	No's		
9	Lizol		12	No's		
10	Harpic		06	No's		
Remarks: Towards General Office use Purpose.						

Prepared By	R.Ashok	Approved by	S.V.Subba Reddy
Sign.& Date	22.01.2022	Sign. & Date	

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

2 4 JAN 2022

84874

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	18613
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	DC Date	27-01-2022
	PO No	84874
	PO Date	25-01-2022
	Req ID	73181
	Req Date	22-01-2022
GSTIN : 36AABCM4761E1ZM	Loc Req No	178335

	Description of Goods	HSN/SAC	Qty
1	4041 - Consumables - Mopping stick - NA - nos	9603	6
2	4071 - Consumables - Wiper - Other - nos	9603	6
3	4046 - Consumables - Phinyle - 1Ltr - nos	2907	3
4	4022 - Consumables - Dettol - NA - nos	3401	6
5	4001 - Consumables - Air Freshner - NA - nos	3307	6
6	4001 - Consumables - Air Freshner - NA - nos	3307	6
7	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	6
8	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	3
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Subject to Hyderabad Jurisdiction

INWARD
Inward No: 8611 Dt: 27/1/22
No: 102833 Dt:
Received By: Sign: Nijam
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP
IN WARD
No: 77300
Date: 29/01
Sign:
R.R. DIST.