PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date.	1/2/22	Prepared by	Nagendar	Serial no.	210
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	MPPL	Project	MPL	HO received date	
PO/WO date	24/1/22	PO/WO No.	84838	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21774	31/1/22	2,360.00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,360.00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	103025	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:	2,360
Amount E – PO / WO value:	2,360
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	7/2/22
Remarks:	– Final bill –

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Nagendar	APPROVED			
Sign:	D.Na	01 FEB 2022			
Date	1/2/22	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

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy **PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7**

Customer Details	Invoice No.	21774
Modi Properties Private Limited,.	Invoice Date.	31-01-2022
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	84838
	PO Date.	24-01-2022
	Req ID	73180
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Req Date	22-01-2022
	Loc Req No	178334

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4585 - Electrical - other - Insulation tape - NA - nos	8546	200	10.00	2,000.00	18	360.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	2,000.00		360.00
	180.00	180.00	Total Invoice Amount	2,360.00		

Rupees : Two Thousand Three Hundred Sixty Only.

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST. IN WARD No: 90276 Date: 31/01 Sign:

for Summit Sales LLP

Authorised signatory

Purchase Order

 24-01-2022 5:07:20 PM

84838
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**	84838	178334
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	24-01-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	24-01-2022	
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	4585 - Electrical - other - Insulation tape - NA - nos	200.00	10.00	0.00	18.00	2,360.00
					Total Order Value . . .	**2,360.00**
Rupees : Two Thousand Three Hundred Sixty Only.						

Terms and Conditions :-

Specification /	All items shall be of 'CG' brand, Seawind model
Payment Terms	After Delivery & Production of bill.
Tax	All taxes included in above price.
Delivery Date	Next day.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Above order for Towards site 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 invoice 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 : ____________________

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.	178334
Material required before date: 24.01.2022		ID No.	73180

No	Description	Size	Quantity	Units	Inward No	Date
1	Insulation Tapes	-	200	No's		
2						
3						
4						
5						
6						
7						
8						
9						
10						

84838

Remarks: Towards Site 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.

APPROVED
24 JAN 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

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	18663
Sy.No. 82/1, Mailapur, Nacharam, Hyderabad	DC Date	31-01-2022
	PO No.	84838
	PO Date	24-01-2022
	Req ID	73180
GSTIN : 36AABCM4761E1ZM	Req Date	22-01-2022
	Loc Req No	178334

	Description of Goods	HSN/SAC	Qty
1	4585 - Electrical - other - Insulation tape - NA - nos	8546	200
2			
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SUMMIT SALES LLP
IN WARD
No: 22391
Date:
Sign:
R.R. DIST.

SUMMIT SALES LLP
IN WARD
No: 22391
Date: 01/2
Sign:
R.R. DIST.

Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 10653	Dt: 31/1/22
MRN No: 103025	Dt:
Received By:	Sign: nigam
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.	

for Summit Sales LLP

Authorised signatory