PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	07/02/2022	Prepared by	MINISH.	Serial no.	2547
Supplier name	RSLCP.			HO inward no.	
Firm/Company	Modi Realty Mallapur CII	Project	GHR.	HO received date	
PO/WO date	05/01/2022	PO/WO No.	84267	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21880	03/02/2022	396/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A - Bills total (Excluding Transport & Hamali Charges):	396/-	

Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report

MRN nos.:	103221.	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:	396/-
Amount E – PO / WO value:	4,167/-
Amount F – Difference (A – E):	3,771/-

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	08/02/2022
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:		APPROVED			
Sign:		07 FEB 2022			
Date		MINISH PARIKH MANAGER PROCUREMENT			
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		
Modi Reality Mallapur LLP	Invoice No.	21880
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076	Invoice Date.	03-02-2022
	PO No.	84267
	PO Date.	05-01-2022
	Req ID	72672
GSTIN : 36AAEFM1459R1ZP PAN AAEFM1459R	Req Date	05-01-2022
	Loc Req No	192636

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4000 - Consumables - Acid - NA - ltrs	2806	16	21.00	336.00	18	60.48
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	336.00		60.48
	30.24	30.24	Total Invoice Amount	396.48		

Rupees : Three Hundred Ninty Six and Paise Fourty Eight Only.

SUMMIT SALES LLP
IN WARD
No: 90498
Date: 8/2
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 05-01-2022 15:12:57 Ori

84267

5:44:07

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details			
Summit Sales LLP	**Doc No**	84267	192636
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	05-01-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	05-01-2022	
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	4001 - Consumables - Air Freshner - NA - nos	10.00	45.00	0.00	18.00	531.00
2	4065 - Consumables - Vim bar - NA - nos	3.00	45.00	0.00	18.00	159.30
3	4000 - Consumables - Acid - NA - ltrs	40.00	21.00	0.00	18.00	991.20
4	4014 - Consumables - Colin - 500ml - nos	6.00	88.00	0.00	18.00	623.04
5	4041 - Consumables - Mopping stick - NA - nos	6.00	128.00	0.00	18.00	906.24
6	4035 - Consumables - Harpic - Cleaner - 500ml - nos	5.00	76.00	0.00	18.00	448.40
7	4022 - Consumables - Dettol - NA - nos	5.00	86.00	0.00	18.00	507.40
				Total Order Value . . .		**4,166.58**

Rupees : Four Thousand One Hundred Sixty Six and Paise Fifty Eight Only.

Part Quantity received
Bill No/- 21576 Dt/. 18/1/22
Amt/- 2,233/-
21424 Dt/. 11/1/22
1,538/-
Bal/. Amt/. 396/-
21/1/22

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	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _______, Admin 9502211011
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

For ***Modi Reality Mallapur LLP***

Authorised Signatory

Name : ______________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

Purchase Order

 05-01-2022 15:12:57 Original / Office Copy / Purchase Div.Copy

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 Reality Mallapur LLP***

Authorised Signatory

Name : ______________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	MODI REALTY MALLAPUR LLP	Date:	05.01.2022
Site & Phase :	GULMOHAR RESIDENCY	Time:	10:36
Supplier		Req. No.	192636
Material required before date:	08.01.2022	ID No.	T2672

No	Description	Size	Quantity	Units	Inward No	Date
1.	Room freshener	Std	10	No's		
2.	Vim bar	std	5	No's		
3.	Acid	std	40	No's		
	Note : Acid for A & B blocks cleaning work purpsoe					
4.	Colin	std	06	No's		
5.	Mopping stick 84267	Std	06	No's		
6.	Harpic	Std	05	No's		
7.	Dettol (hand wash)	std	05	No's		
8.						
9.						

Remarks: FOR SITE,SALES OFFICE & A,B blocks CLEANING WORK .

Prepared By	Sravani	Approved by	APPROVED
Sign.& Date	05.01.2022	Sign. & Date	0 6 JAN 2022

Note:

P. PRABHAKAR
Sr. MANAGER PURCHASE

8.

APPROVED BY
0 5 JAN 2022

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.	18729
Modi Reality Mallapur LLP	DC Date.	03-02-2022
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076	PO No.	84267
	PO Date.	05-01-2022
	Req ID	72672
	Req Date	05-01-2022
GSTIN : 36AAEFM1459R1ZP	Loc Req No	192636

	Description of Goods	HSN/SAC	Qty
1	4000 - Consumables - Acid - NA - ltrs	2806	16
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

SUMMIT SALES LLP
IN WARD
No: 77554
Date: 7/2
Sign:
R.R. DIST.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

INWARD
MODI REALTY MALLAPUR LLP
Ward No 7482 Dt. 3/2/22
MRN No 103222 Dt. 4/2/22
Received By........ Sign........

Authorised signatory