

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 9/2/22		Prepared by: Sneh		Serial no. 2574	
Supplier name: Summit Sales LLP				HO inward no.	
Firm/Company: MRMLLP		Project: GMR		HO received date	
PO/WO date: 7/2/22		PO/WO No. 85234		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	21961	8/2/22	2,824.49	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				2,824.49	
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	103453		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:				2,824.49	
Amount E – PO / WO value:				4,118.09	
Amount F – Difference (A – E):				1293.6 / -	
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		14/2/22			
Remarks: - past bill -					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Sneh				
Sign:	Sneh	11 FEB 2022			
Date	9/2/22	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 weightment 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.

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

1 of 1 :

Customer Details				Invoice No.	21961		
Modi Reality Mallapur LLP Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076 GSTIN : 36AAEFM1459R1ZP							

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

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08-02-2022 11:52:55



85234

31.01.22 4:53:34

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
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	85234	192783
Doc Date	07-02-2022	
Quote No	NIL	
Quote Date	07-02-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7555 - Stationery - other - Paper - A4 - bundles	10.00	231.00	0.00	12.00	2,587.20
2 7560 - Stationery - other - Pen - NA - nos blue	20.00	3.50	0.00	18.00	82.60
3 7605 - Stationery - other - Whitner Pen - NA - nos	6.00	21.00	0.00	18.00	148.68
4 7544 - Stationery - other - Marker - NA - nos black	10.00	16.00	0.00	18.00	188.80
5 7594 - Stationery - other - Stapler pin - other - boxes small	20.00	6.00	0.00	18.00	141.60
6 7594 - Stationery - other - Stapler pin - other - boxes big	10.00	19.50	0.00	18.00	230.10
7 7514 - Stationery - other - Cello Tape - other - nos brown	10.00	57.75	0.00	18.00	681.45
8 7563 - Stationery - other - Pencil - NA - boxes	1.00	42.00	0.00	12.00	47.04
9 7523 - Stationery - other - Eraser - NA - nos	6.00	1.50	0.00	18.00	10.62
Total Order Value ...					4,118.09

Rupees : Four Thousand One Hundred Eighteen and Paise Nine Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms After Delivery & Production of bill

Tax All taxes included in above price.

Delivery Date Next Working Day.

Delivery Location Gulmohar Residency

Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge

Phone. Contact: Security _____, Admin 9502211011 55.

Penalty For Delay Nil

Transportation Transport cost shall be borne by us.

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Contact :-

Sl.No.	Bill No.	Bill Dt	Amount
1.	21961	8/2/22	2,824.49
2.			
3.			
4.			
5.			

Purchase Order

Page(s) 2 Of 2

08-02-2022 11:52:55

Original / Office Copy / Purchase Div.Copy

Warranty

Nil

Advance Paid

Nil

Other Terms

We reserve the right to reject items not conforming to quality and specifications. Above order For Site and office work at GMR site purpose.

Completion Date

NA

Measurment

NA

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 Reality Mallapur LLP**

Authorised Signatory

Name : 08/02/2022

Contact : -

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : / /

Company Name:	Modi realty Mallapur LLP	Date:	02.02.22
Site & Phase :	GMR	Time:	11.50
Supplier		Req. No.	192783
Material required before date:	05.02.22	ID No.	73589

No	Description	Size	Quantity	Units	Inward No	Date
1.	A4 sheets	Std	10	No's		
2.	Blue pen	Std	20	No's		
3.	Whitener	Std	6	No's		
5.	Permanent marker(black)	Std	10	No's		
6	Stapler pins (small)	Std	20	No's		
7.	Stapler pins (big)	Std	10	No's		
8	Brown tape (cello)	Std	10	No's		
9	Pencils	Std	6	No's		
	Erasers	Std	6	No's		

Remarks: For Site and sales office work purpose at GMR site .

Prepared By :	A.janaki	Approved by	
Sign.& Date :	03.02.22	Sign. & Date	



[Handwritten signature]
03 FEB 2022

Summit Sales LLP

#S-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 08-02-2022

Customer Details

Modi Reality Mallapur LLP

Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge, 500076

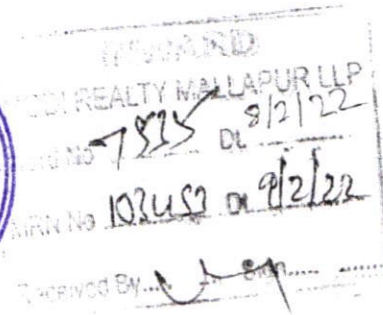
GSTIN : 36AAEFM1459R1ZP

DC No.	18803
DC Date.	08-02-2022
PO No.	85234
PO Date.	07-02-2022
Req ID	73587
Req Date	03-02-2022
Loc Req No	192783

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	5
2	7560 - Stationery - other - Pen - NA - nos	9608	20
3	7605 - Stationery - other - Whitner Pen - NA - nos	9608	6
4	7544 - Stationery - other - Marker - NA - nos	9608	10
5	7594 - Stationery - other - Stapler pin - other - boxes	7415	20
6	7594 - Stationery - other - Stapler pin - other - boxes	7415	10
7	7514 - Stationery - other - Cello Tape - other - nos		10
8	7563 - Stationery - other - Pencil - NA - boxes	4421	1
9	7523 - Stationery - other - Eraser - NA - nos		6
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for Summit Sales LLP

Subject to Hyderabad Jurisdiction



Authorised signatory