PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 22/2/22 | Prepared by | Manoj | Serial no. | 2158 |
| Supplier name | SSLLP | | | HO inward no. | |
| Firm/Company | MCRLLP | Project | NRK | HO received date | |
| PO/WO date | 15/2/22 | PO/WO No. | 85570 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 22187 | 18/2/22 | 368/- | □ Yes □ No |
| 2. | | | / | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 368/- |
| Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | |

| | | | |
|---|---|---|---|
| MRN nos.: | 103096 | 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: | 368/- |
| Amount E – PO / WO value: | 368/- |
| 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 | 28/2/22 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Manoj | | | | |
| Sign: | Manoj | 22 FEB 2022 | | | |
| Date | | | | | |
| 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 Constructions & Realtors LLP | Invoice No. | 22187 |
| Nextopolis, Sy no. 230 to 243, plot no. 11, thurkapally, shameerpet, | Invoice Date. | 18-02-2022 |
| | PO No. | 85570 |
| | PO Date. | 15-02-2022 |
| medchal | Req ID | 73852 |
| GSTIN : 36ABJFM5257F2Z2 PAN ABJFM5257F | Req Date | 15-02-2022 |
| | Loc Req No | 186223 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 4108 - Consumables - Water Bottle - NA - Nos | | 6 | 52.00 | 312.00 | 18 | 56.16 |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
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| 15 | | | | | | | |

| IGST | CGST | SGST | Total Taxable Amount | 312.00 | 56.16 |
|---|---|---|---|---|---|
| | 28.08 | 28.08 | Total Invoice Amount | 368.16 | |

Rupees : Three Hundred Sixty Eight and Paise Sixteen Only.

SUMMIT SALES LLP R.R. DIST. INWARD No: 91282 Date: 15/2 Sign:

**for Summit Sales LLP**

*Authorised signatory*

Subject to Hyderabad Jurisdiction

# Purchase Order

Page(s) 1 Of 1 15-02-2022 16:49:23 O

85570
14.02.22 2:32:33

From Company : **Modi Constructions & Realtors LLP**
5-4-187/3&4, IInd Floor, M G Road, Ranigunj, Secunderabad, Hyderabad
G S T No. : 36ABJFM5257F2Z2

| **Supplier Details** | | | | |
|---|---|---|---|---|
| Summit Sales LLP | | **Doc No** | 85570 | 186223 |
| 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad | | **Doc Date** | 15-02-2022 | |
| | | **Quote No** | Nil | |
| **GSTIN** 36ACQFS2044C1Z7 | | **Quote Date** | 15-02-2022 | |
| 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 | 4108 - Consumables - Water Bottle - NA - Nos | 6.00 | 52.00 | 0.00 | 18.00 | 368.16 |
| | | | | | **Total Order Value . . .** | **368.16** |

Rupees : Three Hundred Sixty Eight and Paise Sixteen Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | 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** | Nextopolis<br>Sy No 230 to 243, plot no 11, turkapally, shamirpet, medchal<br>Phone. . |
| **Penality For Delay** | Nil |
| **Transportation Cost** | 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 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 Constructions & Realtors LLP***

Authorised Signatory

Name :

Contact

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name :

Date : _/_/__

Requisition Form

| | | | |
|---|---|---|---|
| Company Name | Modi constructions and realtors llp | Date | 15 02 2022 |
| Site & Phase | Nextopolis | Time | 10 50 |
| Supplier | | Req No | 186223 |
| Material required before date | Urgent | ID No | 73852 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Water bottles | 1 liter | 06 | Nos | | |
| 2 | | | | | | |
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85570

Remarks: For site office use purpose .

| | | | |
|---|---|---|---|
| Prepared By | S.Shravya | Approved by | G Balamuralikrishana |
| Sign.& Date | 15.02.2022 | Sign. & Date | 15.02.2022 |

15.02.22

APPROVED
15 FEB 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** | DC No. | 18987 |
|---|---|---|
| Modi Constructions & Realtors LLP | DC Date | 18-02-2022 |
| Nextopolis, Sy no 230 to 243, plot no 11, thurkapally, shameerpet, | PO No. | 85570 |
| | PO Date | 15-02-2022 |
| medchal | Req ID | 73852 |
| | Req Date | 15-02-2022 |
| GSTIN : 36ABJFM5257F2Z2 | Loc Req No | 186223 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 4108 - Consumables - Water Bottle - NA - Nos | | 6 |
| 2 | | | |
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INWARD

| Inward No: 1636 | Dt: 18/02/22 |
|---|---|
| MRN No: 163696 | Dt: 19/2/22 |
| Received By: NIRAJ | Sign: NIRAJ |

MODI CONSTRUCTIONS & REALTY LLP

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 77904
Date: 19/2
Sign:
R.R. DIST.