

PURCHASE DIVISION
Advice for approval for credit to supplier

(8)

Date:		21/02/22		Prepared by		Kavitha		Serial no.		2183	
Supplier name		Summit Sales UP						HO inward no.			
Firm/Company		Madi Realty Kalyanpur		Project		GMR		HO received date			
PO/WO date		11/02/22		PO/WO No.		85636		Scan ID.			
Sl no.	Bill no.			Bill date			Bill amount			Original attached	
1.	22197			19/02/22			1831/-			☒ Yes ☐ No	
2.										☐ Yes ☐ No	
3.										☐ Yes ☐ No	
4.										☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):								1831/-			
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report											
MRN nos.:		1039940					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:								1831/-			
Amount E – PO / WO value:								1831/-			
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						28/02/22					
Remarks:											
Approved by		Purchase Officer		Purchase Manager		M D		Accountant		Accounts Manager	
Name:		Kavitha									
Sign:		21/02/22									
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.

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.		22197	
Modi Reality Mallapur LLP Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076 GSTIN : 36AAEFM1459R1ZP							

Rupees : One Thousand Eight Hundred Thirty and Paise Ninty Four Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

17-02-2022 15:48:05

Orig



14.02.22 2:32:33

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	85636	192843
Doc Date	17-02-2022	
Quote No	Nil	
Quote Date	17-02-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7542 - Stationery - other - Ledger Paper - NA - bundles Green Colour	3.00	346.50	0.00	12.00	1,164.24
2 7505 - Stationery - other - Binder Clips - other - boxes 15mm	5.00	35.00	0.00	18.00	206.50
3 7505 - Stationery - other - Binder Clips - other - boxes 19mm	5.00	38.00	0.00	18.00	224.20
4 7505 - Stationery - other - Binder Clips - other - boxes 25mm	5.00	40.00	0.00	18.00	236.00
Total Order Value . . .					1,830.94

Rupees : One Thousand Eight Hundred Thirty and Paise Ninty Four 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
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 site use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name:	MODI REALTY MALLAPUR LLP		Date:	15.02.22		
Site & Phase :	GULMOHAR RESIDENCY		Time:	10:20		
Supplier			Req. No.	192843		
Material required before date:	17.02.22		ID No.	73889		

No	Description	Size	Quantity	Units	Inward No	Date
1.	Ledger paper (green colour)	std	03	Bundles		
2.	Binder Clip	15MM	05	Box		
3.	Binder Clip	19MM	05	Box		
4.	Binder Clip	25MM	05	Box		
5.						
6.						
7.	85636					
8.						
9.						
10.						

Remarks: for sales office staff use purpose at GMR site .

Prepared By	Sravani	Approved by	
Sign.& Date	115.02.22	Sign. & Date	

Note:

Sravani

P. Prabhakar
5 FEB 2022



Summit Sales LLP

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

Email: purchase@modiproperties.com

Bill / Customer / Transporter - Copy

GSTIN/UNE: 36ACQFS2044C1Z7

16/02-2022

Customer Details

Modi Realty Mallapur LLP

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

DC No 18996
 DC Date 19-02-2022
 PO No 85636
 PO Date 17-02-2022
 Req ID 73889
 Req Date 15-02-2022
 Loc Req No 192843

GSTIN: 36AAEFMI459R1ZP

	Description of Goods	HSN/SAC	Qty
1	7542 - Stationery - other - Ledger Paper - NA - bundles		3
2	7505 - Stationery - other - Binder Clips - other - boxes	8305	5
3	7505 - Stationery - other - Binder Clips - other - boxes	8305	5
4	7505 - Stationery - other - Binder Clips - other - boxes	8305	5
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			

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorized signature



2701 19/2/22
 1039940 21/2/22
 J. J. J. 19/2/22