

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 01/03/2022		Prepared by: MINISH		Serial no. 2564																															
Supplier name: S S L L P.				HO inward no.																															
Firm/Company: Modi Roady Mallapur		Project: GMR		HO received date																															
PO/WO date: 28/02/2022		PO/WO No. 85987		Scan ID.																															
Sl no.	Bill no.	Bill date	Bill amount	Original attached																															
1.	22364	01/03/2022	2,859/-	☒ Yes ☐ No																															
2.				☐ Yes ☐ No																															
3.				☐ Yes ☐ No																															
4.				☐ Yes ☐ No																															
Amount A - Bills total (Excluding Transport & Hamali Charges):				2,859/-																															
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report																																			
MRN nos: 104366		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:				2,859/-																															
Amount E - PO / WO value:				2,859/-																															
Amount F - Difference (A - E):				NIL																															
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		02/03/2022																																	
Remarks:																																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Approved by</td> <td>Purchase Officer</td> <td>Purchase Manager</td> <td>M D</td> <td>Accountant</td> <td>Accounts Manager</td> </tr> <tr> <td>Name:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Sign:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Date</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Approval limit</td> <td>Upto 20k</td> <td>Above 20k</td> <td>Above 100k</td> <td>Upto 20k</td> <td>Above 20k</td> </tr> </table>						Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager	Name:						Sign:						Date						Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k
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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

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

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 :

Customer Details				Invoice No.		22364	
Modi Reality Mallapur LLP Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076 GSTIN : 36AAEFM1459R1ZP							

for Summit Sales LLP

Subject to Hyderabad Jurisdiction



Authorised signatory

Purchase Order

Page(s) Of 1

28-02-2022 16:09:39



85987

14.02.22 3:00:03

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		85987 192898
	Doc Date		28-02-2022
	Quote No		nil
	Quote Date		26-02-2022
	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 7544 - Stationery - other - Marker - NA - nos black	10.00	16.00	0.00	18.00	188.80
Total Order Value . . .					2,858.60

Rupees : Two Thousand Eight Hundred Fifty Eight and Paise Sixty 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 office work purpose at GMR site
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:		MODIREALTY MALLAPUR LLP		Date:		26.02.22	
Site & Phase :		GULMOHAR RESIDENCY		Time:		14:55	
Supplier				Req. No.		192898	
Material required before date:			28.02.22		ID No.		74241
No	Description	Size	Quantity	Units	Inward No	Date	
1.	A4 sheets	Std	10	No's			
2.	Blue pens		20	No's			
3	Permanent Marker(black)		10	No's			
4							
5							
6							
7							
Remarks: For site office work purpose at GMR site.							
Prepared By		A.Janaki		Approved by		Ram prasad	
Sign.& Date		26.02.22		Sign. & Date		26.02.22	

Note:

for
C. Page



Summit Sales LLP

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

E-mail: purchase@modiproperties.com

Supplier: Customer: Transporter: Copy:

GSTIN/UNE: 36ACQFS2044C1Z7

To: 01-03-2022

Customer Details

Modi Realty Mallapur LLP

Sx No. 19, Mallapur, Hyderabad, Next to NEC Railway Over Bridge, 500076

DC No 19148

DC Date 01-03-2022

PO No 85987

PO Date 28-02-2022

Req ID 74241

Req Date 26-02-2022

Loc Req No 192898

GSTIN: 36AAFFM1459R1ZP

Description of Goods

HSN/SAC

Qty

1	7555 - Stationery - other - Paper - A4 - bundles	4810	10
2	7560 - Stationery - other - Pen - NA - nos	9608	20
3	7544 - Stationery - other - Marker - NA - nos	9608	10

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorized signatory

