PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	4/3/22	Prepared by	Prabhakar	Serial no.	- U - 2861
Supplier name	SSLLP			HO inward no.	
Firm/Company	MPPL	Project	MPL	HO received date	
PO/WO date	28/2/22	PO/WO No.	85968	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22397	3/3/22	6710.04	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	6,710.04

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

MRN nos :	104447	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:	6,710.04
Amount E – PO / WO value:	6,710.04
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	14/3/22
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Sarvanan			
Sign:					
Date		APPROVED 04 MAR 2022			
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	Invoice No.	22397
Modi Properties Private Limited,.	Invoice Date.	03-03-2022
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	85968
	PO Date.	28-02-2022
	Req ID	74220
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Req Date	26-02-2022
	Loc Req No	178404

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4059 - Consumables - Surf Detergent Powder - NA -	3402	10	25.20	252.00	5	12.60
2	4071 - Consumables - Wiper - Other - nos	9603	6	52.00	312.00	18	56.16
3	4003 - Consumables - Bombay Broom - Big - nos	9603	20	68.00	1,360.00	0	0.00
4	4080 - Consumables - Bombay Brooms - Other - Nos	9603	50	10.00	500.00	0	0.00
5	4098 - Consumables - Dust pan - NA - nos		10	35.00	350.00	18	63.00
6	4008 - Consumables - Cleaning Cloth - other - nos	6307	40	16.80	672.00	5	33.60
	Yellow-20 white-20						
7	4006 - Consumables - Bucket - other - nos	7310	6	231.00	1,386.00	18	249.48
	with Mug						
8	4026 - Consumables - Dust bin - NA - nos		10	55.00	550.00	18	99.00
9	4005 - Consumables - Broom with stick - NA - nos		6	115.00	690.00	18	124.20
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	6,072.00	638.04
	319.02	319.02	Total Invoice Amount	6,710.04	

Rupees : Six Thousand Seven Hundred Ten and Paise Four Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 91796 Date: 3/3/22 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 28-02-2022 10:16:49

85968
14.02.22 3:00:03

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From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Summit Sales LLP	**Doc No**	85968	178404
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	28-02-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	28-02-2022	
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	4059 - Consumables - Surf Detergent Powder - NA - kgs	10.00	25.20	0.00	5.00	264.60
2	4071 - Consumables - Wiper - Other - nos	6.00	52.00	0.00	18.00	368.16
3	4003 - Consumables - Bombay Broom - Big - nos	20.00	68.00	0.00	0.00	1,360.00
4	4080 - Consumables - Bombay Brooms - Other - Nos	50.00	10.00	0.00	0.00	500.00
5	4098 - Consumables - Dust pan - NA - nos	10.00	35.00	0.00	18.00	413.00
6	4008 - Consumables - Cleaning Cloth - other - nos *Yellow-20 white-20*	40.00	16.80	0.00	5.00	705.60
7	4006 - Consumables - Bucket - other - nos *with Mug*	6.00	231.00	0.00	18.00	1,635.48
8	4026 - Consumables - Dust bin - NA - nos	10.00	55.00	0.00	18.00	649.00
9	4005 - Consumables - Broom with stick - NA - nos	6.00	115.00	0.00	18.00	814.20
				Total Order Value . . .		**6,710.04**

Rupees : Six Thousand Seven Hundred Ten and Paise Four Only.

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	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

28/02/2022

Name : ______

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______

Date : __/__/____

Purchase Order

Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for General office 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 Properties Pvt.Ltd.***

Authorised Signatory

Name : 28/02/2022

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	26.02.2022
Site & Phase :	May Flower Platinum	Time:	12:12
Supplier		Req.No.	178404
Material required before date:	29.02.2022	ID No.	74220

No	Description	Size	Quantity	Units	Inward No	Date
1	Surf		10	No's		
2	Wipers		06	No's		
3	Bombay Brooms	Big	20	No's		
4	Bombay Brooms	Small	50	No's		
5	Clothes	Yellow	20	No's		
6	Clothes	White	20	No's		
7	Plastic Bucket 85968		06	No's		
8	Mugs		06	No's		
9	Dust Pan		10	No's		
10	Dust Bins		10	No's		
11	Broom Sticks		06	No's		

Remarks: Towards General Office use Purpose.

Prepared By	R.Ashok	Approved by	S.V.Subba Reddy
Sign.& Date	26.02.2022	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.

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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

Modi Properties Private Limited.,

Sy No. 82/1, Mallapur, Nacharam, Hyderabad

GSTIN : 36AABCM4761E1ZM

DC No	19171
DC Date	03-03-2022
PO No	85968
PO Date	28-02-2022
Req ID	74220
Req Date	26-02-2022
Loc Req No	178404

	Description of Goods	HSN/SAC	Qty
1	4059 - Consumables - Surf Detergent Powder - NA - kgs	3402	10
2	4071 - Consumables - Wiper - Other - nos	9603	6
3	4003 - Consumables - Bombay Broom - Big - nos	9603	20
4	4080 - Consumables - Bombay Brooms - Other - Nos	9603	50
5	4098 - Consumables - Dust pan - NA - nos		10
6	4008 - Consumables - Cleaning Cloth - other - nos	6307	40
7	4006 - Consumables - Bucket - other - nos	7310	6
8	4026 - Consumables - Dust bin - NA - nos		10
9	4005 - Consumables - Broom with stick - NA - nos		6
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INWARD 03/3/22 18849 10447

MODI PROPERTIES PVT. LTD. Sy.No. 82/1

for Summit Sales LLP

Authorised Signatory

SUMMIT SALES LLP R.R. DIST. IN WARD No: 78287 Date: 7/3/22 Sign:

Subject to Hyderabad Jurisdiction