## PURCHASE DIVISION Advice for approval for credit to supplier



Date:	7/3/	22	Prepared	d by	Man	SW	Serial no.		n	2783
Supplier name		Ship					HO inward	d no.	1,000	2100
Firm/Compan		E	Project		NE		HO receiv	ed date		
PO/WO date	91	11/22	PO/WO	No.	8249	١	Scan ID.			
Si no.	Bil	l no.		Bill	date	I	Bill amount		Original	attached
tan i	2244	9		7/3/	22	3:	213/-	_	Yes	□ No
2.							1		□ Yes	□ No
3.									□ Yes	п No
4.									□ Yes	□ No
Amount A - I	Bills total (Exch	iding Trans	sport & H	amali Char	ges):	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		3:	213)-	
Proof of deliv	ery by way of	DCs/bill	□ Steel r	report 🗆 RM	C pour repor	rt 🗆 Soli	id block rep	ort  Ins	stallation re	eport
MRN	1 21	ical				Proof o	of delivery	+	Yes D	No
nos.:		1554	- sharas			matche	2 IATIVIA			
	ther Credits : T.	ransportanc	on charges	S						
Amount C -O							The state of the s	_		
	=A+B-C) – Am	ount to be o	credited to	o the suppli	er:			32	13 -	
	O / WO value:							32	131-	
	ifference (A – I							_		
Quantity recei	ved as per PO /	WO			Excess receiv				received	
Close PO / W	)			Yes D	No – wait for	r balance	material D	Other		
Payment - due	date			11	1/3/22					
Remarks:					112)					
Approved b	Purchas	e Officer		chase	M D		Accoun	itant		ounts
Name:	910	âler	bozu						Mar	ager
Sign:	7/2	álen	AB	PREVE	TOP CONCESSOR AND				<u> </u>	
Date	1/3	22	- 11	NOVEL						
Approval limit	Upto 20k		Above 2	oMAR 20	Above 100k		Upto 20k		Above 20	0k
Votes: 1 In and	~		D. DE						1	

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare IV for debit or credit.

2. This set should only have 5 documents i.e., advice 8 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.

#### TAXINVOICE

# ORIGINAL INVOICE

### **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

1 of 1:07-03-2022

	245.09	245.09	Total Invoice	Amount			3,213.31	
IGST	CGST	SGST	Total Taxable	Amount		2,723.14		490.18
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2 0100 1113	Trainer of	angeo 1111 101		11100	7.00	102.70		10.0
3'8" x 4'0 -	01no cellaneous - Hamali ch	arges - NA - Per		14.68	7.00	102.76	18	18.50
	l - other - MS Gate - N	NA - Sft		14.68	178.50	2,620.38	18	471.6
	Description of Go	oods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
GSTIN: 36A	AAHFN0766F1ZA				Loc Req No	175422	21	
					Req ID Req Date	70927 05-11-20	21	
					PO Date.	09-11-20	21	
	/134/135/136, Rampa	lly,keesara,Hyderab	oad		PO No.	82491		
Customer Deta Nilgiri Estates					Invoice No. Invoice Date.	22449 07-03-20	22	

Subject to Hyderabad Jurisdiction



for Summit Sales ILI

Authorised signatory

Form for closure of Data required from	f purchase order m site/engineers:				2			
PO no.:	8249	71			PO date:	9/11/21		
Req. no.:	1754				Req. date:	5/11/21		
Material received		t a Pull			MRN nos.:	,		
If material partia delivered then ca material be order new requisition/F	n balance □ No ed by □ PO order	material cann	al required and PO can bot be ordered by new PO and balance material caruisition.		Can PO be closed?	¥Yes □ No		
Remarks by engi	neer: $\mathcal{T}_6$	tal M	laterial rece	wed . I	No further	material		
Votes: 1. Provide de	DC 9	not R	eceive a formate attachment. 2. Provide ha	r thi	s PO			
invoices if available.	4. This entire set to be	sent by way of ha	ard copy to Ashaiya.					
Prepared by	Sign	Date	Project manager		Sign	Date		
Sadhane	Sadhama.	4/3/2022	Akhed.	T.	AL.	4/3/2012		
Data required fro	m accounts:				,			
	eived wrt to this F		□ Yes for full PO □ Ye	es for part of	PO No.			
Scan ID nos. of advice for credit to supplier  Remarks by Accountants:								
		15/11 40	of Deceir of					
No. 1 A		£						
Prepared by	s to attach hard copy o Sign	Date A	Accounts manager (approva PO more than 10k)	l required for	Sign	Date		
Lary	19	5/3/2						
Action taken by	ourchase:	) /	L					
Status of PO		. Ai	☐ PO closed and email☐ PO open material aw		lier.			
Status of proof of	f delivery:	t	□ Proof of delivery rec □ Proof of delivery not	eived.	ith aita an munal			
Original barcode	d PO available		□ Yes			lase.		
Original bill avai	lable		☐ No – certified copy r	eceived from	accounts.	*		
			□ No – certified copy o	btained from	n supplier.			
Supplier's ledger	available		□ Yes □ No					
Advice for credit	to supplier		□ Prepared for entire P					
Remarks by purc	hase:		☐ Prepared for part of I	and balan	ice material aw	raited.		
Prepared by	Sign	Date	Purchase manager	Sign		Date		
		Butt	i dichase manager			Date		
Notes: 1 Purchase to	attach hard conjec of	f 'advise for andi	t to some line? 2 L	nnn				
delivered or other rea	sons) attach this note t	o original PO, orig	t to supplier'. 2. In case advic ginal requisition, original bill ar	nd proof of deliv	to supplier cannot very and send to M	be prepared (material not ID.		
,	jet prog	g de	livey !.					
	Male bill.  Male advice for events of APPROVEDBY  Male advice for events of APPROVEDBY  05 MAR 2022							
	Malu	advice	h		05 MAR	2022		
Form for clo	sure of purchas	se order dt 3	-3-22 ver2		SOHAN	DIRECTOR		

#### **Purchase Order**

Page(s) 1 Of 1

09-11-2021 14:55:59

Original / Office Copy / Purchase Div.Copy

From Company: Nilgiri Estates

5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.

G S T No.: 36AAHFN0766F1ZA

Doc No	82491	175422
Doc Date	09-11-202	21
Quote No	Nil	
<b>Quote Date</b>	18-07-20	19
SupplyType	Supply	
	Doc Date Quote No Quote Date	Doc Date 09-11-203  Quote No Nil  Quote Date 18-07-203

#### Kind Attn: Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 8184 - Steel - other - MS Gate - NA - Sft 3'8" x 4'0 - 03nos	14.68	178.50	0.00	18.00	3,092.05
2 6188 - Miscellaneous - Hamali charges - NA - Per Sft	14.68	7.00	0.00	18.00	121.26
		Total Or	der Value	e	3,213.31

#### Terms and Conditions :-

Specification / Brand

All MS Sq.pipe should be 1 1/4"x 2.7mm & 10 mm thickness sq.rod,1/2" x 6mm flat. Fabrication, grinding & powder coating should be of good

quality. Above rates approved by M.D. on dt. 24/04/2018 and accepted by contractor.

**Payment Terms** 

After Delivery & Production of bill

Tax

All taxes included in above price.

**Delivery Date** 

Within 4 days.

**Delivery Location** 

Nilgiri Estate

Sy.No.143/133/134/135/136, Rampally Village.

Phone. 9030931172

Penality For Delay

Bills must be submitted to H.O. within 30 days of completion of work.10% plty on value of order will be deducted for delay in submission of bills.

Transportation Cost

Included in the above price.

Warranty

1 year on workmanship

Advance Paid

Nii

Other Terms

We reserve the right to reject items not conforming to quality and specifications. Above order for V.no. 145.

Completion Date

Work to be completed in 4days. Penalty of 5% of order value per week shall be levied for delay.

Measurment

Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.

Security

Supplier shall be responsible for security and storage of material at site at its risk and cost.

Remarks

For	Nilgiri	Estates

Accepted the above Terms And Conditions

Authorised Signatory

For Summit Sales LLP

Name :	Name :	Date :/ /
Contact		

#### **Purchase Order**

Page(s) 1 Of 1

09-11-2021 14:55:59

82491

From Company:

Nilgiri Estates

5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.

G S T No.: 36AAHFN0766F1ZA

Supplier Details				
Summit Sales LLP	iles LLP		82491	175422
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad		Doc Date	09-11-2021	
		<b>Quote No</b>	Nil	
GSTIN 36ACQFS2044C12	27	<b>Quote Date</b>	18-07-20	19
040-66335551	9618244433	SupplyType	Supply	

#### Kind Attn: Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
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2 6188 - Miscellaneous - Hamali charges - NA - Per Sft	14.68	7.00	0.00	18.00	121.26
		Total Or	der Value	e	3,213.31

Rupees: Three Thousand Two Hundred Thirteen and Paise Thirty One Only.

#### Terms and Conditions :-

Specification / Brand

All MS Sq.pipe should be 1 1/4"x 2.7mm & 10 mm thickness sq.rod, 1/2" x 6mm flat. Fabrication, grinding & powder coating should be of good

quality. Above rates approved by M.D. on dt. 24/04/2018 and accepted by contractor.

**Payment Terms** 

After Delivery & Production of bill

Tax

All taxes included in above price.

**Delivery Date** 

Within 4 days.

**Delivery Location** 

Nilgiri Estate

Sy.No.143/133/134/135/136, Rampally Village.

Phone. 9030931172

**Penality For Delay** 

Bills must be submitted to H.O. within 30 days of completion of work.10% plty on value of order will be deducted for delay in submission of bills.

**Transportation Cost** 

Included in the above price.

Warranty

1 year on workmanship

Advance Paid

Nil

Other Terms

We reserve the right to reject items not conforming to quality and specifications. Above order for V.no. 145.

Completion Date Measurment Work to be completed in 4days. Penalty of 5% of order value per week shall be levied for delay. Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.

Security

Supplier shall be responsible for security and storage of material at site at its risk and cost.

Remarks

Authorised Signatory
Name:

Accepted the above Terms And Conditions
For Summit Sales LLP

: \_\_\_\_\_\_\_Date : \_\_/\_\_/

05.11.2021 Date: NILGIRI ESTATES Company Name: 14:53 Time: **NILGIRI ESTATES** Site & Phase: 175422 Req. No. Supplier ID No. 70927 Material required before date: Urgent Inward No Date Units Quantity Size Description No 3'.8"(L)X4'( Nos 01 MS Gate H) 2 3 4 5 82491 6 7 APPROVED 8 9 Remarks:For villa no: 145 purpose MINISH PARIKH Certified by: MANAGER PROGUET BY Prepared By Sadhana Sign.& Date 05.11.2021 Sign. & Date Note: On receipt of material at site write inward number and date in last 2 columns. Project Manager Nilgiri Estates Requisition Form Company Name: 'Nilgiri Estate Date: Site & Phase: Nilgiri Estate Time: Supplier Req. No. Material required before date: ID No. No Description Size Quantity Inward No Units Date 1 2 3 4 5 6 7 8 9 10 Remarks: Prepared By Approved by Sign.& Date Sign. & Date

Requisition Form

### DELIVERY CHALLAN

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

Email: purchase@modiproperties.com

supplied - Customer : Transporter - Copy	GSTIN/UNI: 36ACQ	FS2044C1Z7	W.	1 of 1 07-03-202
Customer Details		DC No.	19212	
Nilgan Estates		DC Date.	07-03-2022	
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Subject to Hyderabad Juriediction