

PURCHASE DIVISION
Advice for approval for credit to supplier

②

Date: 08/03/22		Prepared by: Kavitha		Serial no.: 6-2776	
Supplier name: Summit Sales llp		HO inward no:			
Firm/Company: Modi Housing Pvt Ltd		Project: Gvsth		HO received date:	
PO/WO date: 22/12/21		PO/WO No.: 83824		Scan ID:	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	22462	07/03/22	12,514/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				12,514/-	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos:	102079		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:				12,514/-	
Amount E – PO / WO value:				12,514/-	
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		14/03/22			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Kavitha				
Sign:	08/03/22				
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

#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

Customer Details				Invoice No.		22462	
Modi Housing Pvt Ltd GVSH, Manufacturing Facilities Pvt Ltd, Thurkapally, GSTIN : 36AADCM5906D2ZO				Invoice Date.		07-03-2022	
				PO No.		83824	
				PO Date.		22-12-2021	
				Req ID		72263	
				Req Date		21-12-2021	
				Loc Req No		185091	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	8131 - Steel - other - Ms-doors - Other - nos 5' x 2' - 1 1/4" x 6mm thick door frame - L angle	7308	12	813.75	9,765.00	18	1,757.70
2	6188 - Miscellaneous - Hamali charges - NA - Per		120	7.00	840.00	18	151.20
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
				954.45		954.45	
Total Taxable Amount				10,605.00		1,908.90	
Total Invoice Amount				12,513.90			
Rupees : Twelve Thousand Five Hundred Thirteen and Paise Ninty Only.							

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

GUSH

Form for closure of purchase order

Data required from site/engineers:					
PO no.:	83824			PO date:	22/12/21
Req. no.:	185091			Req. date:	21/12/21
Material received	☐ Part ☒ Full			MRN nos.:	102079
If material partially delivered then can balance material be ordered by new requisition/PO	☒ No further material required and PO can be closed. ☐ No material cannot be ordered by new PO. ☐ PO can be closed and balance material can be ordered by new requisition.			Can PO be closed?	☒ Yes ☐ No
Remarks by engineer:					
Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.					
Prepared by	Sign	Date	Project manager	Sign	Date
Mallikarjun	Mart	04/03/21			
Data required from accounts:					
Are any bills received wrt to this PO.			☐ Yes for full PO ☐ Yes for part of PO ☐ No.		
Scan ID nos. of advice for credit to supplier					
Remarks by Accountants: Bill Not Received					
Notes: 1. Accountants to attach hard copy of purchase voucher.					
Prepared by	Sign	Date	Accounts manager (approval required for PO more than 10k)	Sign	Date
S. Sridhar	Sridhar	4/3/22			
Action taken by purchase:					
Status of PO			☐ PO closed and email sent to supplier. ☐ PO open material awaited.		
Status of proof of delivery:			☐ Proof of delivery received. ☐ Proof of delivery not available with site or purchase.		
Original barcoded PO available			☐ Yes ☐ No – certified copy received from accounts.		
Original bill available			☐ Yes ☐ No – certified copy obtained from supplier.		
Supplier's ledger available			☐ Yes ☐ No		
Advice for credit to supplier			☐ Prepared for entire PO ☐ Part of PO and PO closed. ☐ Prepared for part of PO and balance material awaited.		
Remarks by purchase:					
Notes: 1. Purchase to attach hard copies of 'advice for credit to supplier'. 2. In case advice for payment to supplier cannot be prepared (material not delivered or other reasons) attach this note to original PO, original requisition, original bill and proof of delivery and send to MD.					
Prepared by	Sign	Date	Purchase manager	Sign	Date
				nnn	

Make bill.
 Make advice for credit.



Purchase Order

Page(s) 1 Of 1

22-12-2021 14:31:10



5:35:00

From Company : **Modi Housing Pvt.Ltd**
5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AADCM5906D2Z0

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	83824	185091
Doc Date	22-12-2021	
Quote No	Nil	
Quote Date	05-09-2019	
SupplyType	Supply	

Kind Attn : **Hamendra,Prabhakar**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 8131 - Steel - other - Ms-doors - Other - nos 5' x 2' - 1 1/4" x 6mm thick door frame - L angle	12.00	813.75	0.00	18.00	11,522.70
2 6188 - Miscellaneous - Hamali charges - NA - Per Sft	120.00	7.00	0.00	18.00	991.20
Total Order Value . . .					12,513.90

Rupees : Twelve Thousand Five Hundred Thirteen and Paise Ninty Only.

Terms and Conditions :-

Specification / Brand All items shall be of 1st quality. L angle frame only.

Payment Terms After Delivery & Production of bill

Tax Inclusive of all taxes

Delivery Date Next day.

Delivery Location GVSH Production facilities Pvt Ltd

Sy no: 193,197,198,201 & 202,Thurkapally village, Shamirpet mandal, Medchal-Malkajgiri Dist

Phone. .

Penalty For Delay Nil

Transportation Cost Included by us

Warranty Nil

Advance Paid Nil

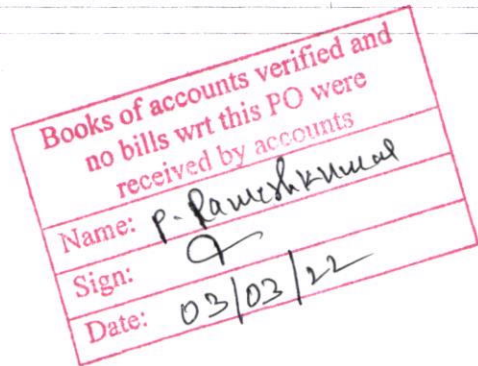
Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for Labour quarters at GVSH site purpose.

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 Housing Pvt.Ltd**

Authorised Signatory

Name : _____

Name : _____

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Date : __/__/__

Not

Requisition Form

Company Name:		Modi Housing Pvt Ltd		Date:		21-12-2021	
Site & Phase :		SOV III		Time:		10:30	
Supplier				Req. No.		185091	
Material required before date:			Urgent		ID No.		72263
No	Description	Size	Quantity	Units	Inward No	Date	
1	MS Door frames	2'x 5'	12	No's			
2							
3							
4							
5							
6	Note: Delivery location is at GVSH site						
7							
8							
9							
10							
Remarks: For at set of labour quarters at GVSH site purpose.							
Prepared By		MALLIKARJUN		Approved by		SACHIN MALVE	
Sign. & Date		21-12-2021		Sign. & Date		21-12-2021	

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

83824

APPROVED
21 DEC 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.

Tel : 040 - 6633 5551

M/s

G.V.S.H. (P) Ltd.

DC No.

4150

Date

27/1/22

Vehicle No.

TS100A8143

Site:

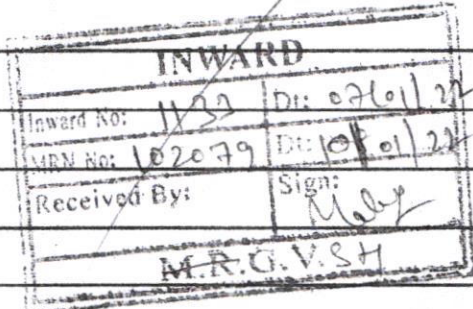
P.O. / W.O. No.

83824

P.O. / W.O. Date:

5/9/22

Sl. No.	PARTICULARS	Quantity
1	M.S. Door frame - 2, Angle 5x2	12 (N/O)
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		



GSTIN :

Received the above materials in good condition.

Received by :

N. Azarabadi

Stamp:

P.A.

Date :

27/1/22



For SUMMIT SALES LLP

Authorised Signatory