PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	08/03/22	Prepared by	Kavitha	Serial no.	...U-2776
Supplier name	Summit Sales llp			HO inward no.	
Firm/Company	Modi Housing Pvt ltd	Project	GVSH	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	M D	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.

TAX INVOICE

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

Customer Details	Invoice No.	22462
Modi Housing Pvt Ltd	Invoice Date.	07-03-2022
GVSH, Manufacturing Facilities Pvt Ltd, Thurkapally,	PO No.	83824
	PO Date.	22-12-2021
	Req ID	72263
GSTIN : 36AADCM5906D2ZO	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	7308	12	813.75	9,765.00	18	1,757.70
	5' x 2' - 1 1/4" x 6mm thick door frame - L angle						
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			
			Total Taxable Amount	10,605.00	1,908.90
	954.45	954.45	Total Invoice Amount	12,513.90	

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

for Summit Sales LLP

SUMMIT SALES LLP
IN WARD
No: 91985
Date: 8/3
Sign:
R.R. DIST.

Authorised signatory

Subject to Hyderabad Jurisdiction

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	Sdhar	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:	

Prepared by	Sign	Date	Purchase manager	Sign	Date
				nnn	

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.

Make bill.
Make advice for credit

APPROVED BY
05 MAR 2022
SOHAM MODI
MANAGING DIRECTOR

Form for closure of purchase order dt 3-3-22 ver2

Purchase Order

 22-12-2021 14:31:10

83824

5:35:00

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

Supplier Details				
Summit Sales LLP		**Doc No**	83824	185091
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad		**Doc Date**	22-12-2021	
		Quote No	Nil	
GSTIN 36ACQFS2044C1Z7		**Quote Date**	05-09-2019	
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	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.

Books of accounts verified and no bills wrt this PO were received by accounts
Name: P. Rameshkumar
Sign:
Date: 03/02/22

<u>Terms and Conditions :-</u>

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. .
Penality 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

23/12/2021

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

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	83824					
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.

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.SH, (I) Ltd.

Site:

DC No.	4150
Date	: 7/1/22
Vehicle No.	: TS10UA6143
P.O. / W.O. No.	: 83824
P.O. / W.O. Date	: 5/9/19

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

INWARD
Inward No: 1132 Dt: 07/01/22
MRN No: 102079 Dt: 10/01/22
Received By: Sign:
M.R.G.V.SH

GSTIN :

Received the above materials in good condition.

Received by : Narendra

Date : 7/1/22

Stamp: PR

SUMMIT SALES LLP R.R. DIST.
INWARD No: 78328 Date: 8/3 Sign: L

For SUMMIT SALES LLP

Authorised Signatory