PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/3/22	Prepared by	Prabhakar	Serial no.	2851
Supplier name	SSLLP			HO inward no.	
Firm/Company	MPPL	Project	MPL	HO received date	
PO/WO date	3/3/22	PO/WO No.	86066	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22515	9/3/22	4563.16	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	4563.16

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

MRN nos.:	104715	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:	4563.16
Amount E – PO / WO value:	4563.16
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:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prabhakar			
Sign:		APPROVED			
Date		10 MAR 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

P. PRABHAKAR
MANAGER PURCHASE

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

ORIGINAL INVOICE

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Modi Properties Private Limited,.	Invoice No.	22515
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	Invoice Date.	09-03-2022
	PO No.	86066
	PO Date.	03-03-2022
	Req ID	74324
	Req Date	03-03-2022
GSTIN : 36AABCM4761E1ZM PAN AABCM4761E	Loc Req No	178403

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4059 - Consumables - Surf Detergent Powder - NA -	3402	5	25.20	126.00	5	6.30
2	4071 - Consumables - Wiper - Other - nos	9603	4	52.00	208.00	18	37.44
3	4003 - Consumables - Bombay Broom - Big - nos	9603	10	68.00	680.00	0	0.00
4	4080 - Consumables - Bombay Brooms - Other - Nos	9603	50	10.00	500.00	0	0.00
5	4008 - Consumables - Cleaning Cloth - other - nos Yellow-20 White20	6307	40	16.80	672.00	5	33.60
6	4006 - Consumables - Bucket - other - nos with mug	7310	4	231.00	924.00	18	166.32
7	4098 - Consumables - Dust pan - NA - nos		5	35.00	175.00	18	31.50
8	4026 - Consumables - Dust bin - NA - nos		5	55.00	275.00	18	49.50
9	4005 - Consumables - Broom with stick - NA - nos		5	115.00	575.00	18	103.50
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	4,135.00	428.16
	214.08	214.08	Total Invoice Amount	4,563.16	

Rupees : Four Thousand Five Hundred Sixty Three and Paise Sixteen Only.

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 92017
Date: 9/3
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Purchase Order

 03-03-2022 15:36:19

86066
28.02.22 2:52:27

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**	86066	178403
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	03-03-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	03-03-2022	
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	5.00	25.20	0.00	5.00	132.30
2	4071 - Consumables - Wiper - Other - nos	4.00	52.00	0.00	18.00	245.44
3	4003 - Consumables - Bombay Broom - Big - nos	10.00	68.00	0.00	0.00	680.00
4	4080 - Consumables - Bombay Brooms - Other - Nos	50.00	10.00	0.00	0.00	500.00
5	4008 - Consumables - Cleaning Cloth - other - nos *Yellow-20 White20*	40.00	16.80	0.00	5.00	705.60
6	4006 - Consumables - Bucket - other - nos *with mug*	4.00	231.00	0.00	18.00	1,090.32
7	4098 - Consumables - Dust pan - NA - nos	5.00	35.00	0.00	18.00	206.50
8	4026 - Consumables - Dust bin - NA - nos	5.00	55.00	0.00	18.00	324.50
9	4005 - Consumables - Broom with stick - NA - nos	5.00	115.00	0.00	18.00	678.50
					Total Order Value . . .	**4,563.16**

Rupees : Four Thousand Five Hundred Sixty Three and Paise Sixteen 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

02/03/2021

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Purchase Order

 03-03-2022 15:36:19 Original / Office Copy / Purchase Div.Copy

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 : 03/03/2022

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	03.03.2022
Site & Phase :	May Flower Platinum	Time:	11:37
Supplier		Req.No.	178403
Material required before date: 07.03.2022		ID No.	74324

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 86066	White	20	No's		
7	Plastic Bucket		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	03.03.2022	Sign. & Date	

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

03 MAR 2022

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	DC No.	19255
Modi Properties Private Limited,	DC Date.	09-03-2022
Sy No. 82/1, Mallapur, Nacharam, Hyderabad	PO No.	86066
	PO Date.	03-03-2022
	Req ID	74324
GSTIN : 36AABCM4761E1ZM	Req Date	03-03-2022
	Loc Req No	178403

	Description of Goods	HSN/SAC	Qty
1	4059 - Consumables - Surf Detergent Powder - NA - kgs	3402	5
2	4071 - Consumables - Wiper - Other - nos	9603	4
3	4003 - Consumables - Bombay Broom - Big - nos	9603	10
4	4080 - Consumables - Bombay Brooms - Other - Nos	9603	50
5	4008 - Consumables - Cleaning Cloth - other - nos	6307	40
6	4006 - Consumables - Bucket - other - nos	7310	4
7	4098 - Consumables - Dust pan - NA - nos		5
8	4026 - Consumables - Dust bin - NA - nos		5
9	4005 - Consumables - Broom with stick - NA - nos		5
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INWARD
Inward No: 1886 Dt: 09/03/22
MRN No: 104715
Received By: Sign:
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.

SUMMIT SALES LLP
IN WARD
No: 78400
Date: 10/3
Sign:
R.R. DIST.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory