PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	11/3/22	Prepared by	Manshu	Serial no.	2907
Supplier name	SShup			HO inward no.	
Firm/Company	MCRhup	Project	NRK	HO received date	
PO/WO date	9/3/22	PO/WO No.	86237	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22558	10/3/22	1967.06/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1967.06/-

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

MRN nos:	104789	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:	1967/-
Amount E – PO / WO value:	1967/-
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:	Manshu	APPROVED			
Sign:	Manshu				
Date	11/3/22	12 MAR 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

MANAGER PROCUREMENT

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 Constructions & Realtors LLP	Invoice No.	22558
Nextopolis, Sy no. 230 to 243, plot no. 11, thurkapally, shameerpet,	Invoice Date.	10-03-2022
	PO No.	86237
	PO Date.	09-03-2022
medchal	Req ID	74482
GSTIN : 36ABJFM5257F2Z2 PAN ABJFM5257F	Req Date	08-03-2022
	Loc Req No	186249

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	5	231.00	1,155.00	12	138.60
2	7560 - Stationery - other - Pen - NA - nos Blue-20 Black-20 Red-10	9608	50	3.50	175.00	18	31.50
3	7509 - Stationery - other - Calculator - NA - nos		2	158.00	316.00	18	56.88
4	7563 - Stationery - other - Pencil - NA - boxes	4421	2	42.00	84.00	12	10.08
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	1,730.00	237.06
	118.53	118.53	Total Invoice Amount	1,967.06	

Rupees : One Thousand Nine Hundred Sixty Seven and Paise Six Only.

SUMMIT SALES LLP
INWARD
No: 92135
Date: 10/3
Sign: L
DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 09-03-2022 11:08:46

86237
28.02.22 2:52:28

From Company : **Modi Constructions & Realtors LLP**
5-4-187/3&4, IInd Floor, M G Road, Ranigunj, Secunderabad, Hyderabac
G S T No. : 36ABJFM5257F2Z2

Supplier Details			
Summit Sales LLP	**Doc No**	86237	186249
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	09-03-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	09-03-2022	
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	7555 - Stationery - other - Paper - A4 - bundles	5.00	231.00	0.00	12.00	1,293.60
2	7560 - Stationery - other - Pen - NA - nos *Blue-20 Black-20 Red-10*	50.00	3.50	0.00	18.00	206.50
3	7509 - Stationery - other - Calculator - NA - nos	2.00	158.00	0.00	18.00	372.88
4	7563 - Stationery - other - Pencil - NA - boxes	2.00	42.00	0.00	12.00	94.08
				Total Order Value . . .		**1,967.06**

Rupees : One Thousand Nine Hundred Sixty Seven and Paise Six Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Nextopolis Sy No 230 to 243, plot no 11, turkapally, shamirpet, medchal Phone. .
Penality For Delay	Nil
Transportation	Transport cost shall be borne 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 site office work purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	.

For ***Modi Constructions & Realtors LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Modi constructions and realtors llp	Date:	08.03.2022
Site & Phase:	Nextopolis	Time:	16:30
Supplier		Req. No.	186249
Material required before date: Urgent		ID No.	74482

No	Description	Size	Quantity	Units	Inward No	Date
1	Blue pens	Std	05	Packets		
2	Black pens	Std	03	Packets		
3	Red pens	Std	01	Packets		
4	Paper bundles	A 4	05	Bundles		
5	calculators	Std	02	Nos		
6	Pencil	Std	02	Packets		
7						
8						
9						
10						

86237

Remarks: For site office use purpose .

Prepared By	S.Shravya	Approved by	K.Balamuralikrishana
Sign.& Date	08.03.2022	Sign. & Date	08.03.2022

APPROVED
09 MAR 2022
P. PRABHAKAR
Sr MANAGER PURCHASE

08.03.2022

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.	19291
Modi Constructions & Realtors LLP	DC Date.	10-03-2022
Nextopolis, Sy no. 230 to 243, plot no. 11, thurkapally, shameerpet,	PO No.	86237
	PO Date.	09-03-2022
medchal	Req ID	74482
GSTIN : 36ABJFM5257F2Z2	Req Date	08-03-2022
	Loc Req No	186249

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	5
2	7560 - Stationery - other - Pen - NA - nos	9608	50
3	7509 - Stationery - other - Calculator - NA - nos		2
4	7563 - Stationery - other - Pencil - NA - boxes	4421	2
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INWARD
Inward No: 1676 Dt: 11/03/22
MRN No: 104789 Dt: 11/3/22
Received By: NIRAJ Sign:
MODI CONSTRUCTIONS & REALTY LLP

SUMMIT SALES LLP
INWARD
No. 78428
Date: 11/3
Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction