PURCHASE DIVISION

Advice for approval for credit to supplier

6

Date:	19/3/22	Prepared by	Vanajakshi	Serial no.	. U 2246
Supplier name	SSLLP			HO inward no.	
Firm/Company	modi consultancy service	Project	methodist complex	HO received date	
PO/WO date	11/03/22	PO/WO No.	86315	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22644	17/3/22	5,749/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	5,749/-

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

MRN nos		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:	5,749/-
Amount E – PO / WO value:	5,749/-
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	28/03/22
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name.	Vanajakshi				-
Sign:	[signature]				
Date	19/3/22				
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

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Modi Consultancy Services	Invoice No.	22644
Methodist Complex, Abids, Hyderabad	Invoice Date.	17-03-2022
	PO No.	86315
	PO Date.	11-03-2022
	Req ID	74566
GSTIN : 36AAXFM0733F1Z4 PAN AAXFM0733F	Req Date	09-03-2022
	Loc Req No	183438

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	6570 - Paints - OBD - 20kgs - buckets	3210	1	2113.34	2,113.34	18	380.40
	Day beak						
2	6535 - Paints - External Waterbase Primer - 20ltrs -	3210	1	2758.46	2,758.46	18	496.52
3							
4							
5							
6							
7							
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IGST	CGST	SGST				
			Total Taxable Amount	4,871.80		876.92
	438.46	438.46	Total Invoice Amount	5,748.72		

Rupees : Five Thousand Seven Hundred Fourty Eight and Paise Seventy Two Only.

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 92324
Date: 12/3
Sign:

for Summit Sales LLP.

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 14-03-2022 11:31:47

86315
28.02.22 2:52:29

From Company : **Modi Consultancy Service**
5-4-187/3&4,II Floor,M.G.Road, Secunderabad.500003.
G S T No. : 36AAXFM0733F1Z4

Supplier Details			
Summit Sales LLP	**Doc No**	86315	183438
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	11-03-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	11-03-2022	
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	6570 - Paints - OBD - 20kgs - buckets *Day beak*	1.00	2,113.34	0.00	18.00	2,493.74
2	6535 - Paints - External Waterbase Primer - 20ltrs - buckets	1.00	2,758.46	0.00	18.00	3,254.98
					Total Order Value . . .	**5,748.72**

Rupees : Five Thousand Seven Hundred Fourty Eight and Paise Seventy Two Only.

Terms and Conditions :-

Specification /	All items shall be of 1st quality. Asian brand.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next day
Delivery Location	Methodist Complex Opp Chermas, Abids Main Road, Hyderabad. Phone. Contact: Eng. 9100039547
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 2727block staircase 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 Consultancy Service***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MCS	Date:	09-03-2022
Site & Phase :	MBMC	Time:	10:30 AM
Supplier		Req. No.	183438
Material required before date:	Urgent	ID No.	74566

No	Description	Size	Quantity	Units	Inward No	Date
1	OBD ivory	20ltrs	1	Nos		
2	primier	10ltrs	1	nos		
3	Enamel brown	20ltrs	1	nos		
4	thinner	4ltrs	1	nos		
	86315					

Remarks : Towards MBMC staircase painting purpose

Prepared By	RAJSHEKAR & MEENAKSHI.N	Approved by	APPROVED BY 11 MAR 2022
Sign.& Date	09- 03-2022	Sign. & Date	SOHAM MODI MANAGING DIRECTOR

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

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.	19356
Modi Consultancy Services	DC Date.	17-03-2022
Methodist Complex, Abids, Hyderabad	PO No.	86315
	PO Date.	11-03-2022
	Req ID	74566
	Req Date	09-03-2022
GSTIN : 36AAXFM0733F1Z4	Loc Req No	183438

	Description of Goods	HSN/SAC	Qty
1	6570 - Paints - OBD - 20kgs - buckets	3210	1
2	6535 - Paints - External Waterbase Primer - 20ltrs - buckets	3210	1
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Material Receive
17/03

SUMMIT SALES LLP
IN WARD
No: 78583
Date: 19/3
Sign:
R.R. DIST.

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory