PURCHASE DIVISION
Advice for approval for credit to supplier

(e)

Date:	15/4/22	Prepared by	Kavitha	Serial no.	3109
Supplier name	Summit Sales llp			HO inward no.	
Firm/Company	GHT	Project	GHT	HO received date	
PO/WO date	6/4/22	PO/WO No.	87109	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22986	7/4/22	3,249/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,249/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	105894	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:	3,249/-
Amount E – PO / WO value:	4,096/-
Amount F – Difference (A – E).	847/-
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	18/4/22
Remarks:	– Part Bill –

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:	Kavitha				
Date	15/4/22				
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		
Mehta & Modi Realty Kowkur LLP	Invoice No.	22986
Sy No. 196, Kowkur, Hyderabad, 500010	Invoice Date.	07-04-2022
	PO No.	87109
	PO Date.	06-04-2022
	Req ID	75317
GSTIN : 36ABLFM7631F1Z3 PAN ABLFM7631F	Req Date	06-04-2022
	Loc Req No	141353

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4022 - Consumables - Dettol - NA - nos handwash	3401	5	86.00	430.00	18	77.40
2	4059 - Consumables - Surf Detergent Powder - NA -	3402	5	25.20	126.00	5	6.30
3	4039 - Consumables - Lisol Cleaning Liquid - NA - 1/2 liter	3808	6	80.00	480.00	18	86.40
4	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6	55.00	330.00	18	59.40
5	4000 - Consumables - Acid - NA - ltrs	2806	12	21.00	252.00	18	45.36
6	4009 - Consumables - Coconut Broom - other - nos big	9603	24	15.75	378.00	0	0.00
7	4041 - Consumables - Mopping stick - NA - nos	9603	2	128.00	256.00	18	46.08
8	4008 - Consumables - Cleaning Cloth - other - nos	6307	12	16.80	201.60	5	10.08
9	4040 - Consumables - Mopping Cloth - NA - nos	6307	12	15.75	189.00	5	9.44
10	4001 - Consumables - Air Freshner - NA - nos odonil	3307	5	45.00	225.00	18	40.50
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	2,867.60	380.96
	190.48	190.48	Total Invoice Amount	3,248.57	

Rupees : Three Thousand Two Hundred Fourty Eight and Paise Fifty Seven Only.

SUMMIT SALES LLP R.R. DIST. INWARD No: 93070 Date: 7/4 Sign: L

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 06-04-2022 15:21:36

87109
04.04.22 1:33:42

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-.
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Summit Sales LLP	**Doc No**	87109	141353
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	06-04-2022	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	06-04-2022	
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	4065 - Consumables - Vim bar - NA - nos	6.00	45.00	0.00	18.00	318.60
2	4022 - Consumables - Dettol - NA - nos *handwash*	5.00	86.00	0.00	18.00	507.40
3	4059 - Consumables - Surf Detergent Powder - NA - kgs	5.00	25.20	0.00	5.00	132.30
4	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs *1/2 liter*	6.00	80.00	0.00	18.00	566.40
5	4035 - Consumables - Harpic - Cleaner - 500ml - nos	6.00	55.00	0.00	18.00	389.40
6	4000 - Consumables - Acid - NA - ltrs	12.00	21.00	0.00	18.00	297.36
7	4009 - Consumables - Coconut Broom - other - nos *big*	24.00	15.75	0.00	0.00	378.00
8	4003 - Consumables - Bombay Broom - Big - nos	6.00	88.20	0.00	0.00	529.20
9	4041 - Consumables - Mopping stick - NA - nos	2.00	128.00	0.00	18.00	302.08
10	4008 - Consumables - Cleaning Cloth - other - nos	12.00	16.80	0.00	5.00	211.68
11	4040 - Consumables - Mopping Cloth - NA - nos	12.00	15.75	0.00	5.00	198.45
12	4001 - Consumables - Air Freshner - NA - nos *odonil*	5.00	45.00	0.00	18.00	265.50
				Total Order Value . . .		**4,096.37**

Rupees : Four Thousand Ninty Six and Paise Thirty Seven 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.

For **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Name : 07/04/2022

Contact . .

PART DELIVERY DETAILS

Bill No.	Bill Dt.	Amount
22986	7/4/22	3,249/-

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name :

Date : / /

Purchase Order

 06-04-2022 15:21:36 Original / Office Copy / Purchase Div.Copy

Delivery Location	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
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 GHT site office &model flats &club house cleaning purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	.

For ***Mehta & Modi Realty Kowkur LLP***

Authorised Signatory

07/04/2022

Name : ______

Contact : -

Name : ______

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Date : __/__/____

Requisition Form

Company Name:	MMR Kowkur llp	Date:	06-04-2022
Site & Phase :	GHT	Time:	11:04
Supplier		Req. No.	141353
Material required before date:	07-04-2022	ID No.	75317

No	Description	Size	Quantity	Units	Inward No	Date
1	Vim bar	500g	06	Nos		
2	Dettol hand wash	500ml	05	Nos		
3	Air packets	Std	05	Nos		
4	Wheel-surf	1 kg	05	Nos		
5	Lizol floor cleaner	500ml	06	Nos		
6	Harpic	500ml	06	Nos		
7	Acid	1 liter	1	Dozen		
8	Coconut brooms	Big	02	Dozens		
9	Bombay brooms	Big	06	Nos		
10	Mopping sticks	Std	02	Nos		
11	Cleaning cloth	Std	02	Dozens		
12	Mopping cloth	Std	02	Dozens		

87109

Remarks: - For ght site Office&model flats&clubhouse cleaning purpose

Prepared By	K.Sneha	Approved by	A Suresh
Sign.& Date	06-04-2022	Sign. & Date	06-04-2022

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

APPROVED
07 APR 2022
MINISH PARIKH
MANAGER PROCUREMENT

DELIVERY CHALLAN

Summit Sales LLP

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

Email: purchase@modiproperties.com

GSTIN/UNI: 36ACQFS2044C1Z7

Supplier / Customer / Transporter - Copy

Customer Details

Mehta & Modi Realty Kowkur LLP
Sy No. 196, Kowkur, Hyderabad, 500010

GSTIN : 36ABLFM7631F1Z3

DC No.	19652
DC Date.	07-04-2022
PO No.	87109
PO Date.	06-04-2022
Req ID	75317
Req Date	06-04-2022
Loc Req No	141353

	Description of Goods	HSN/SAC	Qty
1	4022 - Consumables - Dettol - NA - nos	3401	5
2	4059 - Consumables - Surf Detergent Powder - NA - kgs	3402	5
3	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	6
4	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6
5	4000 - Consumables - Acid - NA - ltrs	2806	12
6	4009 - Consumables - Coconut Broom - other - nos	9603	24
7	4041 - Consumables - Mopping stick - NA - nos	9603	2
8	4008 - Consumables - Cleaning Cloth - other - nos	6307	12
9	4040 - Consumables - Mopping Cloth - NA - nos	6307	12
10	4001 - Consumables - Air Freshner - NA - nos	3307	5
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INWARD
Inward No: 12363 Dt: 07/04/22
MRN No: 10894 Dt: 8/4/22
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP

19:49

SUMMIT SALES LLP
INWARD
No: 79152
Date: 13/4
Sign:
R.R. DIST.

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory