

PURCHASE DIVISION
Advice for approval for credit to supplier

e

Date: 14/04/22		Prepared by: Kavitha		Serial no. 3113	
Supplier name: Summit Sales LLP				HO inward no.	
Firm/Company: GHT		Project: GHT		HO received date	
PO/WO date: 06/4/22		PO/WO No. 87122		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	22983	07/4/22	6371-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A - Bills total (Excluding Transport & Hamali Charges):				6371-	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	105898		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:				6371-	
Amount E - PO / WO value:				6371-	
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		18/04/22			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:					
Sign:	Kavitha				
Date	14/04/22				
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.

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

1 of 1 :

Customer Details				Invoice No.		22983	
Mehta & Modi Realty Kowkur LLP				Invoice Date.		07-04-2022	
Sy No. 196, Kowkur, Hyderabad, 500010				PO No.		87122	
				PO Date.		06-04-2022	
				Req ID		75325	
				Req Date		06-04-2022	
				Loc Req No		141362	
GSTIN : 36ABLFM7631F1Z3				PAN ABLFM7631F			
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7507 - Stationery - other - Box file - Big - nos		3	180.00	540.00	18	97.20
	Rexing file Red-1 Blue-1 Black-1						
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
Total Taxable Amount				540.00		97.20	
Total Invoice Amount				637.20			

Rupees : Six Hundred Thirty Seven and Paise Twenty Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction



Authorised signatory

Purchase Order

Page(s) 1 Of 1

06-04-2022 16:30:54

87122
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-500003
G S T No. : 36ABLFM7631F1Z3

Supplier Details

Summit Sales LLP
5-4-187/3&4, II nd floor, Soham Mansion, MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	87122	141362
Doc Date	06-04-2022	
Quote No	Nil	
Quote Date	04-04-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7507 - Stationery - other - Box file - Big - nos Rexing file Red-1 Blue-1 Black-1	3.00	180.00	0.00	18.00	637.20
Total Order Value . . .					637.20

Rupees : Six Hundred Thirty Seven and Paise Twenty 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 Greenwood Heights
Sy no: 196, Kowkur.
Phone. 040-66335551

Penalty 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 Circular filling purpose.

Completion Date NA

Measurment NA

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 **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Name :

10/04/2022

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name :

Date : _/_/_

Requisition Form

Company Name:		MMR Kowkur llp		Date:		06-04-2022	
Site & Phase :		GHT		Time:		15:24	
Supplier				Req. No.		141362	
Material required before date:			08-04-2022		ID No.		75325
No	Description	Size	Quantity	Units	Inward No	Date	
1	Folder file(Red color)	Std	01	Nos			
2	Folder file(blue color)	Std	01	Nos			
3	Folder file(black color)	Std	01	Nos			
Remarks: - For circular's filing 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.

DELIVERY CHALLAN

Summit Sales LLP

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

Email: purchase@mediasalesllp.com

Date: 07-04-2022

Supplier / Customer / Transporter - Copy

GSTIN/UNE: 36ACQFS2044C1Z7

Customer Details

Mehra & Modi Realty Kowkur LLP

Sy No. 196, Kowkur, Hyderabad, 500010

GSTIN: 36ABLFM7631F1Z3

DC No	19649
DC Date	07-04-2022
PO No	87122
PO Date	06-04-2022
Req ID	75325
Req Date	06-04-2022
Loc Req No	141362

Description of Goods

HSN/SAC

Qty

3

1 7507 - Stationery - other - Box file - Big - nos

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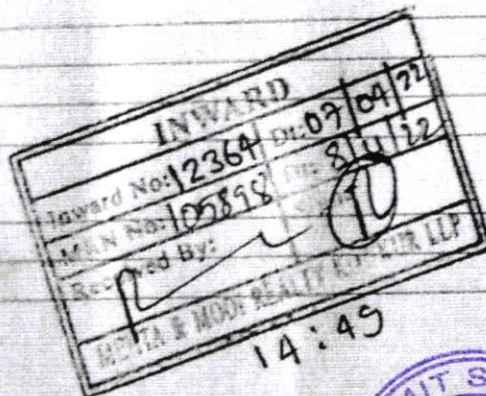
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for Summit Sales LLP

Authorized signatory

Subject to Hyderabad Jurisdiction

