

PURCHASE DIVISION
Advice for approval for credit to supplier

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Date: 5/05/22		Prepared by: Vanajathir		Serial no. - 3740	
Supplier name: SCLP				HO inward no.	
Firm/Company: m/menul		Project: GHT		HO received date	
PO/WO date: 28/04/22		PO/WO No.: 87783		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23424	2/05/22	4,526.10/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A Bills total (Excluding Transport & Hamali Charges): 4,526.10/-

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

MRN nos.: 106731	Proof of delivery matches MRN ☒ Yes ☐ No
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Amount B - Other Credits : Transportation charges

Amount C - Other Debits :

Amount D (D=A+B-C) - Amount to be credited to the supplier: 4,526.10/-

Amount E - PO / WO value: 5,376.12/-

Amount F - Difference (A - E): 850/-

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: 9/05/22

Part Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajathir				
Sign:	<i>[Signature]</i>				
Date:	5/05/22				
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 weightment 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 D. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

Requisition Form

Company Name:		MMR Kowkur Iip		Date:		27-04-2022	
Site & Phase :		GHT		Time:		10:58	
Supplier				Req. No.		141422	
Material required before date:		28-04-2022		ID No.		75980	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Sponges	Std	03	Dozens			
2	Bombay brooms	Big	6	Nos			
3	Bombay brooms	Small	06	Nos			
4	Coconut brooms	Big	02	Dozens			
5	Mopping cloth	Std	02	Dozens			
6	Cleaning cloth	Std	02	Dozens			
7	Colin	500ml	06	Nos			
8	Lizol floor cleaner	500ml	06	Nos			
9	Mopping sticks	Std	03	Nos			
10	Room freshner's	Std	06	Nos			
11	Gampa's	Small	08	Nos			
Remarks: - For ght site Office&Misc work purpose							
Prepared By		K.Sneha		Approved by		A Suresh	
Sign.& Date		27-04-2022		Sign. & Date		27-04-2022	

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

30 APR 2022

Summit Sales LLP

#S-4-187/3 & 4 B Floor, Saham Mangal, M.G. Road, Secunderabad - 500003

Email: purchase@modiproperties.com

GSTIN/NE: 36ACQPS2044C1Z7

1-23-02/03-2022

Supplier / Customer / Transporter Name

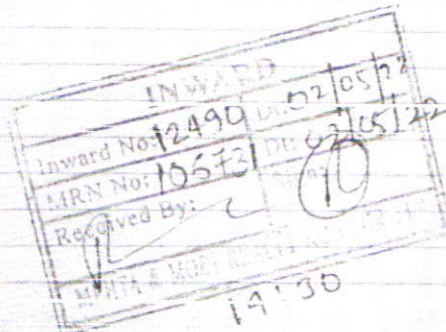
Customer DetailsMehta & Modi Realty Kowkur LLP
Sy No. 196, Kowkur, Hyderabad - 500010

DC No: 26014
 DC Date: 02-05-2022
 PO No: 87783
 PO Date: 28-04-2022
 Req ID: 75980
 Req Date: 27-04-2022
 Loc Req No: 141422

GSTIN: 36ABLFM7631F1Z3

Description of Goods

		HSN/SAC	Qty
1	4057 - Consumables - Sponges - NA - nos		
2	4003 - Consumables - Bombay Broom - Big - nos	3021	36
3	4080 - Consumables - Bombay Brooms - Other - Nos	3021	6
4	4007 - Consumables - Coconut Broom - other - nos	3009	6
5	4040 - Consumables - Mopping Cloth - NA - nos	3003	24
6	4014 - Consumables - Colin - 500ml - nos	3307	24
7	4039 - Consumables - Liso Cleaning Liquid - NA - ltrs	3402	6
8	4001 - Consumables - Air Freshner - NA - nos	3808	6
9	2148 - Carpentry - hardware - Plastic gampa - other - nos	3507	6
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for Summit Sales LLP

Authorized signatory

Subject to Hyderabad Jurisdiction

