

**PURCHASE DIVISION**  
Advice for approval for credit to supplier



Date	8/05/22	Prepared by	Vanajathi	Serial no.	3803
Supplier name	SSLP	Project	Grmf	HO inward no.	
Firm/Company	mmmlp	PO/WO No.	84988	HO received date	
PO/WO date	31/01/22	Bill no.		Scan ID.	
SI no.	Bill no.	Bill date	Bill amount	Original attached	
1.	22866	29/03/22	2,32,301/-	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Amount A Bills total (Excluding Transport & Hamali Charges):				2,32,301/-	
Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report					
MRN nos.:	105656	Proof of delivery matches MRN	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Amount B - Other Credits : Transportation charges				-	
Amount C - Other Debits :				-	
Amount D (D=A+B-C) - Amount to be credited to the supplier:				2,32,301/-	
Amount E - PO / WO value:				2,32,301/-	
Amount F - Difference (A - E):				-	
Quantity received as per PO /WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received			
Close PO / WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No - wait for balance material <input type="checkbox"/> Other			
Payment due date		16/05/22			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajathi	<div style="border: 2px solid blue; padding: 5px; display: inline-block;"> <b>APPROVED</b>  <span style="color: red; font-weight: bold;">12 MAY 2022</span>  <b>MINISH PARIKH</b>  <span style="color: blue; font-weight: bold;">MAY 12 2022</span> </div>			
Sign:	[Signature]				
Date:	8/05/22				
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 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.

Form for closure of purchase order

Data required from site/engineers:					
PO no.:	84988	PO date:	31/1/22	Req. no.:	192732
MRN nos. related to PO	105656				
<input type="checkbox"/>	Part material received.				
<input checked="" type="checkbox"/>	Full material received.				
<input type="checkbox"/>	Material not received.				
<input type="checkbox"/>	Close PO – Balance material will be re-ordered by new requisition.				
<input type="checkbox"/>	Cancel PO. Material not required.				
<input type="checkbox"/>	Cancel PO. Material will be re-ordered by new requisition.				
<input type="checkbox"/>	Keep PO open. Material required.				
<input type="checkbox"/>	Keep PO open. Work under progress.				
Remarks by engineer: <i>Close PO</i>					
Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.					
Prepared by	Sign	Date	Project manager	Sign	Date
Data required from accounts:					
<input type="checkbox"/>	Checked with E&D for receipt of bills.				
<input type="checkbox"/>	Bills not received against this PO.				
<input type="checkbox"/>	Part bill received against this PO.	Bill nos.			
<input type="checkbox"/>	All bills received against this PO.				
<input type="checkbox"/>	Advance paid against this PO.	Amount paid			
Remarks by Accountants:					
Notes: 1. Pos issued for false ceiling and such works may have been processed by E&D. Check before filling the above.					
Prepared by	Sign	Date	Accounts manager (approval required for PO more than 10k)	Sign	Date
Advice by MD - action to be taken by purchase:					
<input checked="" type="checkbox"/>	Get certified bill from supplier (not original).				
<input checked="" type="checkbox"/>	Prepare bill in SLLP for material supplied.				
<input checked="" type="checkbox"/>	Get proof of delivery from site.				
<input checked="" type="checkbox"/>	Barcoded PO missing – get certified copy from Accounts.				
<input type="checkbox"/>	Thereafter, prepare advice to credit to supplier and send to HO for processing.				
<input type="checkbox"/>	Close PO	<input type="checkbox"/> Keep PO open. Material awaited			
<input type="checkbox"/>	Send barcoded PO to MDs desk. PO to be closed thereafter.				
<input type="checkbox"/>	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2021.				
<input type="checkbox"/>	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2020.				
<input type="checkbox"/>	RMC supplier – suppliers ledger required from 1.4.2020. Process bill after thoroughly checking both the ledgers and all pour reports. Pour reports from day one to be thoroughly checked with Pos/Bills. Thereafter, prepare advice to credit to supplier and send to HO for processing. Close all open POs.				
<input type="checkbox"/>	E&D to check receipt of bill and enter comments below.				
<input type="checkbox"/>	Details of material supplied and balance material to be supplied is required.				
Remarks:					
Prepared by	Sign	Date			
<i>Hade</i>	<i>[Signature]</i>	<i>5/4/22</i>			

**Summit Sales LLP**

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

**GSTIN/UNI: 36ACQFS2044C1Z7**

1 of 1 : 07-05-2022

Customer Details				Invoice No.	22866			
Modi Reality Mallapur LLP Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge.500076  GSTIN : 36AAEFM1459R1ZP				Invoice Date.	29-03-2022			
				PO No.	84988			
				PO Date.	31-01-2022			
				Req ID	73388			
				Req Date	29-01-2022			
				Loc Req No	192752			
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt	
1	3002 - Cement - PPC - 50kgs - bags	2523	500	236.72	118,360.00	28	33,140.80	
2	3001 - Cement - 53 grade - 50kgs - bags OPC	2523	250	252.50	63,125.00	28	17,675.00	
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
	IGST	CGST	SGST	Total Taxable Amount		181,485.00	50,815.80	
		25,407.90	25,407.90	Total Invoice Amount		232,300.80		
Rupees : Two Lakh(s) Thirty Two Thousand Three Hundred and Paise Eighty Only.								

for Summit Sales LLP

Subject to Hyderabad Jurisdiction



Authorised signatory

Paridhi

Vehicle NO :- AP26W0193

PPC Cement : 500

OPC Cement : 250

PONO : 84988

INWARD	
MODI REALTY MALLAPUR LLP	
Ward No 8011	DL. 28/03/24
MRN No	DL.
Received By...	Sign. 28/03/24

# Purchase Order

Page(s) 1 Of 1

31-01-2022 1:09:09 PM



84988

08.01.22 12:01:49

From Company : **Modi Realty Mallapur LLP**  
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.  
G S T No. : 36AAEFM1459R1ZP

## Supplier Details

Summit Sales LLP  
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad  
040-66335551  
9618244433

Doc No	84988	192752
Doc Date	31-01-2022	
Quote No	NIL	
Quote Date	31-01-2022	
SupplyType	Supply	

Kind Attn : **Hamendra,Prabhakar**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST%	Amount
1 3002 - Cement - PPC - 50kgs - bags	500.00	236.72	0.00	28.00	151,500.80
2 3001 - Cement - 53 grade - 50kgs - bags OPC	250.00	252.50	0.00	28.00	80,800.00
<b>Total Order Value . . .</b>					<b>232,300.80</b>

Rupees : Two Lakh(s) Thirty Two Thousand Three Hundred and Paise Eighty Only.

## Terms and Conditions :-

**Specification / Brand** All items shall be of brand/company

**Payment Terms** After Delivery & Production of bill

**Tax** Included in the above price

**Delivery Date** within 2 days

**Delivery Location** Gulmohar Residency  
Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge  
Phone: Contact: Security \_\_\_\_\_, Admin 9502211011

**Penalty For Delay** Nil

**Transportation Cost** Included in the above prices

**Warranty** Nil

**Advance Paid** Nil

**Other Terms** Payment as per actual receipt of material Rs 12/- Hamali Charges, Above order for C-Block columns concrete and site office work A,B,C&F Blocks flooring purpose.

**Completion Date** Nil

**Measurment** Nil

**Security** Nil

**Remarks** PO 84987.

**For MDs APPROVAL**

- High value/quantity beyond limits.
- Po/Req processed-post approval.
- Approval for technical details/clarification
- Replenishing SSSLP stock
- Other



For **Modi Realty Mallapur LLP**

Authorised Signatory

Name : \_\_\_\_\_

31/01/2022

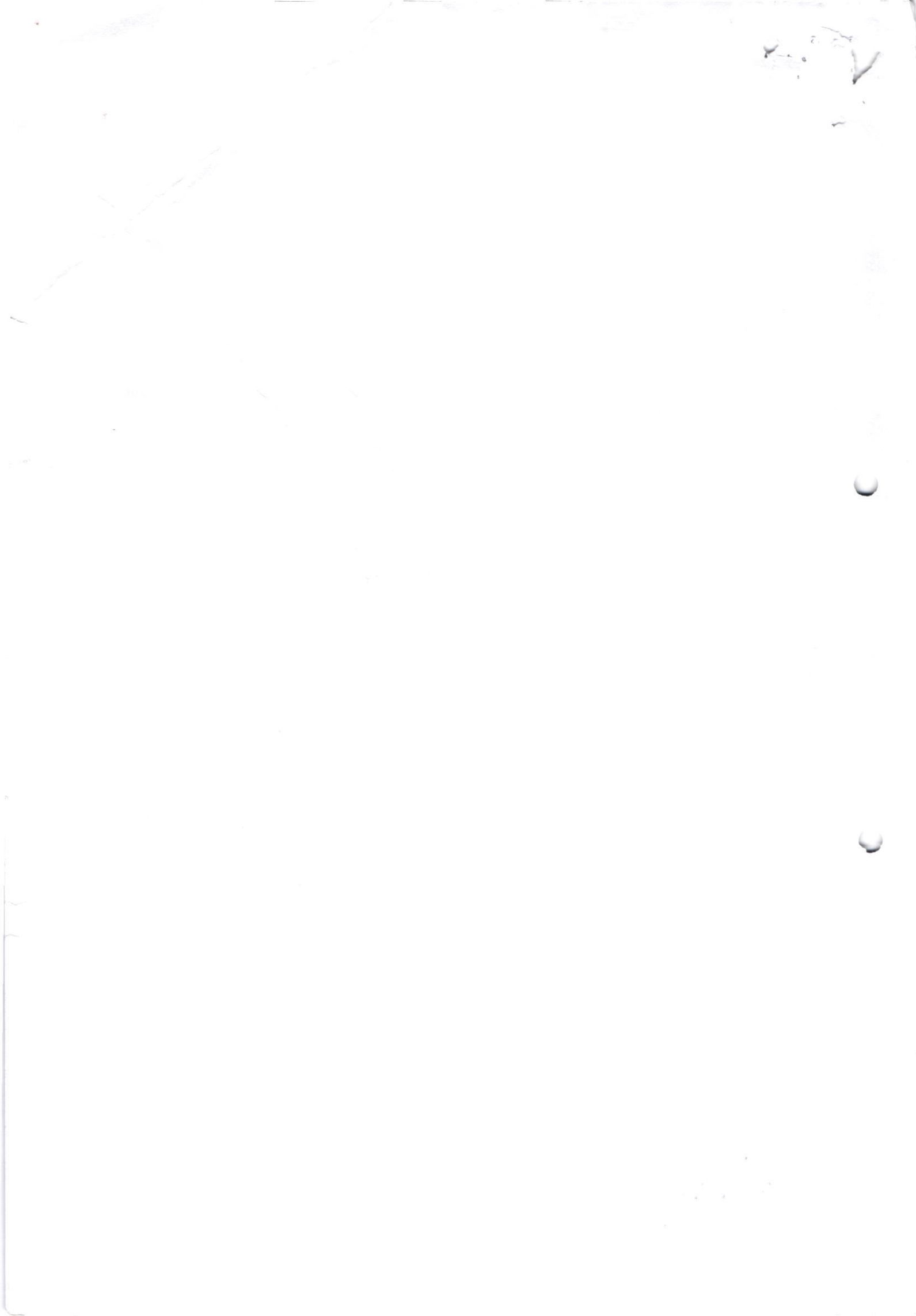
Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_

To Supply Supplier



Requisition Form - Cement, Reetron, Plasticizer

Company: Modi reaty mallapur LLP  
 Req. no: 192752  
 Material required before: Urgent  
 Prepared by: A. Sravani  
 Flat / Block no: Towards C-Block Columns concrete purpose & site office work and A,B,C&F Bloks flooring works.

Site & Phase: Gulmohar residency  
 Req. Date: 29.01.2022  
 ID no: 73388  
 Approved by (sign): Ram, prasad

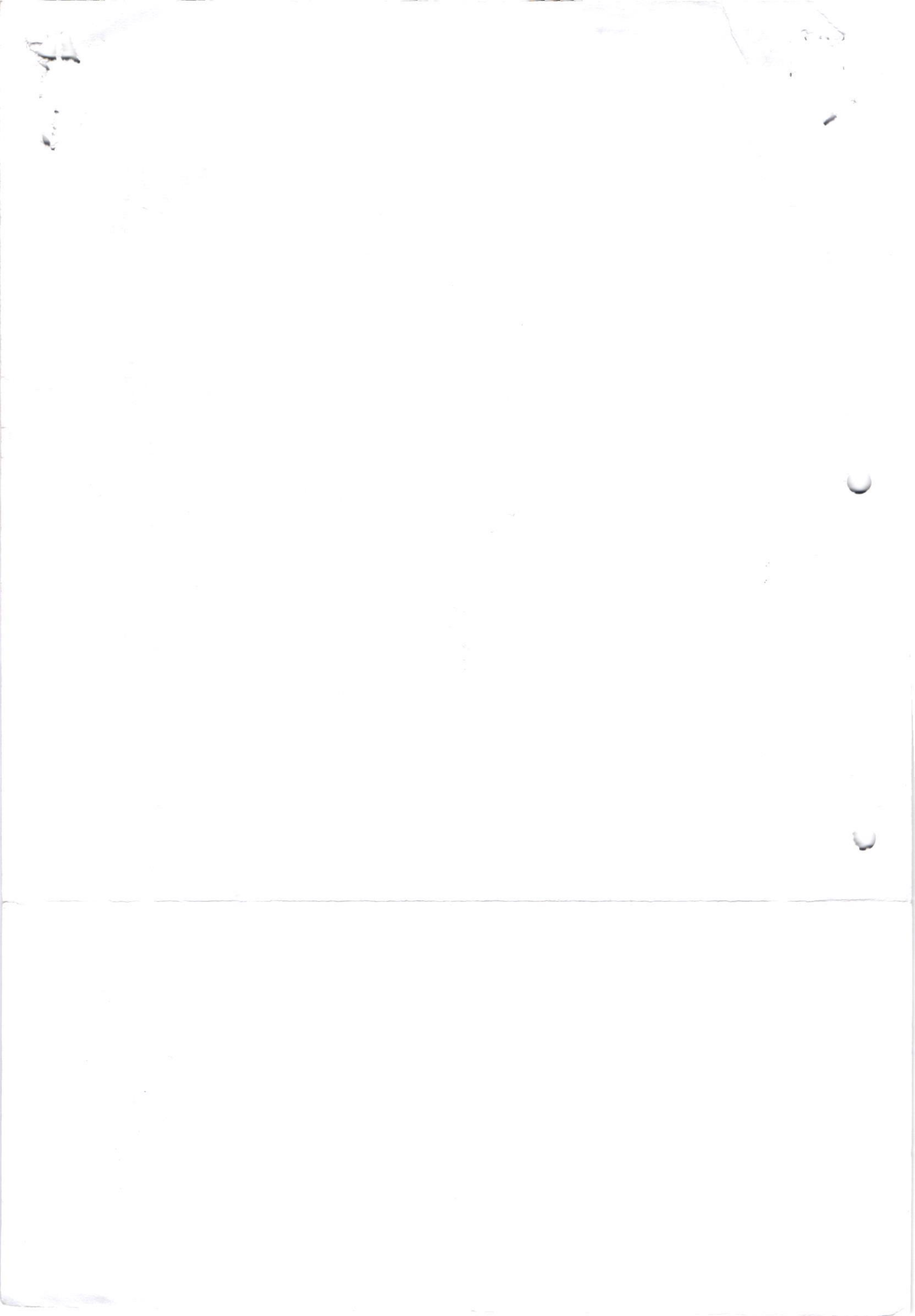
S No.	Item Description	Units	Qty required	Qty Available at site	Balance Qty to be ordered in Bags	Inward No	Date
1	Cement - PPC	Bags	500	250	500		
2	Cement -OPC	Bags	250	50	250		
3	Reetron	Packets					
4	Plasticizer	lts					

Notes:  
 1 Round off cement to nearest load size  
 2 Round off Reetron to nearest packing size  
 3 Round off plasticizer to nearest packing size

**APPROVED**  
 31 JAN 2022  
 M. JISHU PARIKH  
 MANAGER PROJECTS

*WJ*  
 29 JAN 2022

**APPROVED BY**  
 02 FEB 2022  
 SRIJAMI MODI  
 MANAGING DIRECTOR





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

1 of 1 29-03-2022

Supplier / Customer / Transporter - Copy

**Customer Details**

Modi Reality Mallapur LLP

Sy No. 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge, 500076

GSTIN: 36AAEFM1459R1ZP

DC No. 19546  
 DC Date. 29-03-2022  
 PO No. 84988  
 PO Date. 31-01-2022  
 Req ID 73388  
 Req Date 29-01-2022  
 Loc Req No 192752

	Description of Goods	HSN/SAC	Qty
1	3002 - Cement - PPC - 50kgs - bags	2523	500
2	3001 - Cement - 53 grade - 50kgs - bags	2523	250
3			
4			
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Subject to Hyderabad Jurisdiction

for Summit Sales LLP

INWARD  
 MODI REALTY MALLAPUR LLP  
 8011 DL 29/03  
 105656 DL CA/CA/22  
 29/03/22

Authorised signatory



29/03/22