

PURCHASE DIVISION
Advice for approval for credit to supplier

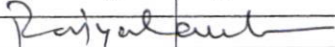


Date	8/05/22	Prepared by	Vanajathi	Serial no.	3781
Supplier name	SSUR			HO inward no.	
Firm/Company	mfm UP	Project	Gunk	HO received date	
PO/WO date	12/04/22	PO/WO No.	87337	Scan ID	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	23138	16/04/22	39,931/-	☐ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A Bills total (Excluding Transport & Hamali Charges):				39,931/-	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.	106706	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:				39,931/-	
Amount E - PO / WO value:				49,135/-	
Amount F - Difference (A - D):				9,204/-	
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		16/05/22			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajathi				
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.:		PO date:		Req. no.:	
MRN nos. related to PO					
☐	Part material received.				
☐	Full material received.				
☐	Material not received.				
☐	Close PO – Balance material will be re-ordered by new requisition.				
☐	Cancel PO. Material not required.				
☐	Cancel PO. Material will be re-ordered by new requisition.				
☐	Keep PO open. Material required.				
☐	Keep PO open. Work under progress.				
Remarks by engineer:					
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:					
☐	Checked with E&D for receipt of bills.				
☒	Bills not received against this PO.				
☐	Part bill received against this PO.	Bill nos.			
☐	All bills received against this PO.				
☐	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
		6/5			
Advice by MD - action to be taken by purchase:					
☐	Get certified bill from supplier (not original).				
☐	Prepare bill in SLLP for material supplied.				
☐	Get proof of delivery from site.				
☐	Barcoded PO missing – get certified copy from Accounts.				
☐	Thereafter, prepare advice to credit to supplier and send to HO for processing.				
☐	Close PO	☐	Keep PO open. Material awaited		
☐	Send barcoded PO to MDs desk. PO to be closed thereafter.				
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2021.				
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2020.				
☐	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.				
☐	E&D to check receipt of bill and enter comments below.				
☐	Details of material supplied and balance material to be supplied is required.				
Remarks:					
Prepared by		Sign		Date	

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 :

Customer Details				Invoice No.	23138		
Modi Reality Mallapur LLP Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076 GSTIN : 36AAEFM1459R1ZP							

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order

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Original / Office Copy / Purchase Div.Copy

From Company : **Modi Reality 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 87337 193059

Doc Date 12-04-2022

Quote No NIL

Quote Date 11-04-2022

SupplyType Supply

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST%	Amount
1 10030 - Plumbing - PVC - Bend Plain - 4 In - nos	40.00	135.00	0.00	18.00	6,372.00
2 10035 - Plumbing - PVC - Tee with door - 4 In - nos	5.00	210.00	0.00	18.00	1,239.00
3 10184 - Plumbing - PVC - Reducer - NA - Nos 4" x 3"	40.00	17.00	0.00	18.00	802.40
4 7269 - Plumbing - PVC - Single Socket Pipe 10ft - 3 In - nos	60.00	390.00	0.00	18.00	27,612.00
5 7273 - Plumbing - PVC - Single Y - 3 In - nos	25.00	130.00	0.00	18.00	3,835.00
6 10023 - Plumbing - PVC - Bend Plain - 3 In - nos	20.00	80.00	0.00	18.00	1,888.00
7 10024 - Plumbing - PVC - Bend with door - 3 In - nos	10.00	98.00	0.00	18.00	1,156.40
8 7232 - Plumbing - PVC - Plain Tee - 3 In - nos	25.00	172.00	0.00	18.00	5,074.00
9 10024 - Plumbing - PVC - Bend with door - 3 In - nos	10.00	98.00	0.00	18.00	1,156.40

Total Order Value . . . 49,135.20

Rupees : Fourty Nine Thousand One Hundred Thirty Five and Paise Twenty Only.

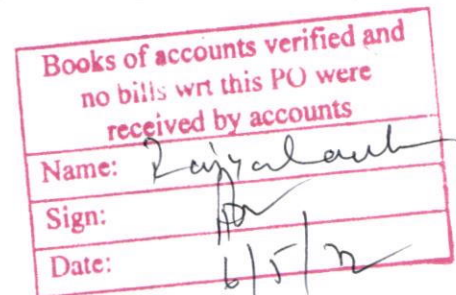
Terms and Conditions :-**Specification / Brand** All items shall be of "Prince" / "Sudhakar" brand.**Payment Terms** After Delivery & Production of bill**Tax** Inclusive of all taxes**Delivery Date** Next Day.**Delivery Location** Gulmohar Residency

Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge

Phone. Contact: Security _____, Admin 9502211011

Penalty For Delay Nil**Transportation Cost** Transport cost shall be borne by us.For **Modi Reality Mallapur LLP**

Authorised Signatory



Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Purchase Order

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24-04-2022 1:42:36 PM

Original / Office Copy / Purchase Div. Copy

Warranty	NIL
Advance Paid	NIL
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for B block flat no-1 to 8 hanging work purpose
Completion Date	NIL
Measurement	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 invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name:	MODI REALTY MALLAPUR LLP	Date:	11.04.2022
Site & Phase :	GULMOHAR RESIDENCY	Time:	11:00
Supplier		Req. No.	193059
Material required before date:	urgent	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1.	PVC plane bend	4"	40	No's		
2.	PVC door tee	4"	5	No's		
3.	PVC reducer	4"x3"	40	No's		
4.	PVC FTA	4"	20	No's		
5.	PVC pipe 20'length	3"	30	No's		
6.	PVC plane Y	3"	25	No's		
7.	PVC plane bend	3"	20	No's		
8.	PVC door bend	3"	10	No's		
9.	PVC plane tee	3"	25	No's		
10.	PVC door tee	3"	10	No's		

Remarks: For B-block flat no: 1 to 8 hanging work purpose at GMR site .

Prepared By	Madhan	Approved by	
Sign.& Date	11.04.2022	Sign. & Date	

Note:

Handwritten signature

DELIVERY CHALLAN

Summit Sales LLP

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

Email: purchase@mediproperties.com

1481 28/04/2022

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details

Modi Reality Mallapur LLP

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

GSTIN: 36AAEFM1459R1ZP

DC No. 20004
 DC Date 30-04-2022
 PO No. 87337
 PO Date 12-04-2022
 Req ID 75518
 Req Date 11-04-2022
 Loc Req No 193059

Description of Goods

HSN/SAC
 30172390

Qty
 20

1 7269 - Plumbing - PVC - Single Socket Pipe 10ft - 3 In - nos

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MODI REALITY MALLAPUR LLP

8258 30/04/22

106706 2/05/22

30191

for Summit Sales LLP

Subject to Hyderabad Jurisdiction



Authorized signatory