PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 12/5/22 | Prepared by | Manoj | Serial no. | |
| Supplier name | SSLHP | | | HO inward no. | |
| Firm/Company | Dr.NRK Biotech pvt ltd | Project | NRK | HO received date | |
| PO/WO date | 5/5/22 | PO/WO No. | 87987 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 23605 | 11/5/22 | 851.96/- | ☑ Yes ☐ No |
| 2. | | | | ☐ Yes ☐ No |
| 3. | | | | ☐ Yes ☐ No |
| 4. | | | | ☐ Yes ☐ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 851.96/- |

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

| | | | |
|---|---|---|---|
| MRN nos.: | 107169 | 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: | 852/- |
| Amount E – PO / WO value: | 2631.42/- |
| Amount F – Difference (A – E). | 1779.47/- |
| 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 | 16/5/22 |
| Remarks: | Final Bill |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Manoj | | | | |
| Sign: | Manoj | | | | |
| Date | 12/5/22 | | | | |
| 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

# 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**



| **Customer Details** | Invoice No. | 23605 |
|---|---|---|
| DR. NRK Biotech Private Limited | Invoice Date. | 11-05-2022 |
| Sy No. 230 to243, Plot no. 11, Thurkapally, Shameerpet, | PO No. | 87987 |
| | PO Date. | 05-05-2022 |
| | Req ID | 76154 |
| GSTIN : 36AACCD2775Q1Z3 PAN AACCD2775Q | Req Date | 04-05-2022 |
| | Loc Req No | 186306 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 4039 - Consumables - Lisol Cleaning Liquid - NA - | 3808 | 5 | 82.00 | 410.00 | 18 | 73.80 |
| 2 | 4046 - Consumables - Phinyle - 1Ltr - nos | 2907 | 6 | 52.00 | 312.00 | 18 | 56.16 |
| 3 | | | | | | | |
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| IGST | CGST | SGST | | | | |
|---|---|---|---|---|---|---|
| | | | Total Taxable Amount | 722.00 | | 129.96 |
| | 64.98 | 64.98 | Total Invoice Amount | 851.96 | | |

Rupees : Eight Hundred Fifty One and Paise Ninty Six Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 94349 Date: 11/5 Sign:

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

*Authorised signatory*

# Purchase Order

 06-05-2022 12:37:46

87987
20.04.22 3:26:44

From Company : **DR.NRK Biotech Private Limited**
Plot no.11,, TSIIC Industrial Development Area, Sno.230 to 243, Tu
Malkajgiri, Telangana, 500078
G S T No. : 36AACCD2775Q1Z3

**Supplier Details**

| | | | |
|---|---|---|---|
| Summit Sales LLP | **Doc No** | 87987 | 186306 |
| 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad | **Doc Date** | 05-05-2022 | |
| | **Quote No** | Nil | |
| **GSTIN** 36ACQFS2044C1Z7 | **Quote Date** | 05-05-2022 | |
| 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 | 4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs | 5.00 | 82.00 | 0.00 | 18.00 | 483.80 |
| 2 | 4046 - Consumables - Phinyle - 1Ltr - nos | 6.00 | 52.00 | 0.00 | 18.00 | 368.16 |
| 3 | 4065 - Consumables - Vim bar - NA - nos | 3.00 | 45.00 | 0.00 | 18.00 | 159.30 |
| 4 | 4040 - Consumables - Mopping Cloth - NA - nos *White* | 10.00 | 15.75 | 0.00 | 5.00 | 165.38 |
| 5 | 4005 - Consumables - Broom with stick - NA - nos | 4.00 | 115.00 | 0.00 | 18.00 | 542.80 |
| 6 | 4108 - Consumables - Water Bottle - NA - Nos | 6.00 | 52.00 | 0.00 | 18.00 | 368.16 |
| 7 | 4001 - Consumables - Air Freshner - NA - nos *odonil* | 6.00 | 45.00 | 0.00 | 18.00 | 318.60 |
| 8 | 4059 - Consumables - Surf Detergent Powder - NA - kgs | 5.00 | 25.20 | 0.00 | 5.00 | 132.30 |
| 9 | 4009 - Consumables - Coconut Broom - other - nos | 5.00 | 15.75 | 0.00 | 18.00 | 92.93 |

**Total Order Value . . . 2,631.42**

Rupees : Two Thousand Six Hundred Thirty One and Paise Fourty Two Only.

PART DELIVERY DETAILS

| S.no. | Bill no. | Bill Dt. | Amount |
|---|---|---|---|
| 1. | 23524 | 9/5/22 | 1,779.47/- |
| 2. | 23605 | 11/5/22 | 851.96/- |
| 3. | | | |
| 4. | | | |
| 5. | | | |

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** | Nextopolis<br>Sy No 230 to 243, plot no 11, turkapally, shamirpet, medchal<br>Phone. |
| **Penality For Delay** | Nil |
| **Transportation** | Transport cost shall be borne by us. |
| **Warranty** | Nil |
| **Advance Paid** | Nil |

For ***DR.NRK Biotech Private Limited***

Authorised Signatory

Name : ____

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____

Date : __/__/____

# Purchase Order

 06-05-2022 12:37:46 Original / Office Copy / Purchase Div.Copy

| | |
|---|---|
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications.Above order for Site works 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 ***DR.NRK Biotech Private Limited***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | DR.NRK BioTech Pvt Ltd | Date: | 04.05.2022 |
| Site & Phase: | Nextopolis | Time: | 15:50 |
| Supplier | | Req. No. | 186306 |
| Material required before date: | Urgent | ID No. | 76154 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1. | Lizol | Std | 06 | Nos | | |
| 2. | Shine clean | Std | 06 | Nos | | |
| 3. | Coconut brooms | Std | 05 | Nos | | |
| 4. | Mopping cloths | Std | 10 | Nos | | |
| 5. | Water bottles | 1 liter | 06 | Nos | | |
| 6. | Air fly ( freshems) 87987 | Std | 06 | Nos | | |
| 7. | Vim bars | Std | 04 | Nos | | |
| 8. | Surf powder | Std | 05 | Packets | | |
| 9. | Broom sticks | Std | 04 | Nos | | |
| 10. | | | | | | |
| | | | | | | |

Remarks: Towards site office use purpose .

| | | | |
|---|---|---|---|
| Prepared By | S.Shravya | Approved by | C.Balamuralikrishana |
| Sign. & Date | 04.05.2022 | Sign. & Date | 04.05.2022 |

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

APPROVED
06 MAY 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

06/05/2022

DELIVERY CHALLAN

# 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

GSTIN/UNI: 36ACQFS2044C1Z7



**Customer Details**

DR NRK Biotech Private Limited
Sy No. 230 to243, Plot no. 11, Thurkapally, Shameerpet,

GSTIN : 36AACCD2775Q1Z3

| | |
|---|---|
| DC No. | 20160 |
| DC Date. | 11-05-2022 |
| PO No. | 87987 |
| PO Date. | 05-05-2022 |
| Req ID | 76154 |
| Req Date | 04-05-2022 |
| Loc Req No | 186306 |

| | Description of Goods | HSN/SAC | Qty |
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INWARD
Inward No: 1829 Dt: 12/05/22
MRN No: 10716? Dt: 12/5/22
Received By: JIRAJ Sign:
DR NRK BIOTECH PVT LTD

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 79509
Date: 13/5
Sign:

Subject to Hyderabad Jurisdiction