

PURCHASE DIVISION
Advice for approval for credit to supplier



Date: 17/5/22		Prepared by: <i>Manu</i>		Serial no. - 4240	
Supplier name: SSKLP				HO inward no.	
Firm/Company: MMRKLP		Project: GHT		HO received date	
PO/WO date: 13/5/22		PO/WO No. 88253		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23654	16/5/22	2,075.35/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 2,075.35/-

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

MRN nos.: 107281	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: 2,075.35/-

Amount E – PO / WO value: 2,075.35/-

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: 23/5/22

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	<i>Manu</i>				
Sign:	<i>Manu</i>				
Date:	17/5/22				
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

1 of 1 :

Customer Details				Invoice No.		23654	
Mehta & Modi Realty Kowkur LLP Sy No. 196, Kowkur, Hyderabad, 500010 GSTIN : 36ABLFM7631F1Z3 PAN ABLFM7631F				Invoice Date.		16-05-2022	
				PO No.		88253	
				PO Date.		13-05-2022	
				Req ID		76416	
				Req Date		13-05-2022	
				Loc Req No		141465	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7544 - Stationery - other - Marker - NA - nos Blue Green Red	9608	30	16.00	480.00	18	86.40
2	7560 - Stationery - other - Pen - NA - nos Red	9608	5	3.50	17.50	18	3.16
3	7555 - Stationery - other - Paper - A4 - bundles	4810	5	231.00	1,155.00	12	138.60
4	9561 - Tools - Scissors - other - nos	9018	3	55.00	165.00	18	29.70
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST		CGST	SGST	Total Taxable Amount		1,817.50	257.86
		128.93	128.93	Total Invoice Amount		2,075.35	
Rupees : Two Thousand Seventy Five and Paise Thirty Five Only.							

for Summit Sales LLP

Subject to Hyderabad Jurisdiction



Authorised signatory

Purchase Order

Page(s) 1 Of 1

13-05-2022 17:12:28



88253

27.04.22 12:24:13

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-5
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	88253	141465
Doc Date	13-05-2022	
Quote No	Nil	
Quote Date	13-05-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7544 - Stationery - other - Marker - NA - nos Blue Green Red	30.00	16.00	0.00	18.00	566.40
2 7560 - Stationery - other - Pen - NA - nos Red	5.00	3.50	0.00	18.00	20.65
3 7555 - Stationery - other - Paper - A4 - bundles	5.00	231.00	0.00	12.00	1,293.60
4 9561 - Tools - Scissors - other - nos	3.00	55.00	0.00	18.00	194.70
Total Order Value . . .					2,075.35

Rupees : Two Thousand Seventy Five and Paise Thirty Five 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 site office use 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

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : __/__/__

Requisition Form

Company Name:		MMR Kowkur llp		Date:		13-05-2022	
Site & Phase :		GHT		Time:		13:02	
Supplier				Req. No.		141465	
Material required before date:		16-05-2022		ID No.		76416	
No	Description	Size	Quantity	Units	Inward No	Date	
1.	Marker(blue)	Std	02	Boxes			
2	Red pen's	Std	01	Boxes			
3	Marker(green)	Std	02	Boxes			
4.	Scissors	Small	03	Nos			
5	Paper bundle's	A4	05	Bundles			
6	Markers(red)	std	01	Packets			
7							
8							
9							
Remarks: - For ght site office purpose							
Prepared By		P.Sneha		Approved by		A Suresh	
Sign.& Date		13-05-2022		Sign. & Date		13-05-2022	

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

DELIVERY CHALLAN

Summit Sales LLP

65-4-18773 & 4, II Floor, Saham Marison, M.G. Road, Secunderabad - 500003

Email: purchase@summitsalesllp.com

Supplier / Customer / Transporter - Copy

GSTIN/UNE 36ACQES2044C1Z7

Date: 16-05-2022

Customer Details

Mehra & Modi Realty Kowloon LLP

Sy No. 190, Kowloon, Hyderabad, 500010

GSTIN 36ABH FM7831F1Z3

DC No.	20205
DC Date	16-05-2022
PG No.	88253
PG Date	13-05-2022
Req ID	76416
Req Date	13-05-2022
Loc Req No	141465

Description of Goods

HSN/SAC

Qty

1 7544 - Stationery - other - Marker - NA - nos

9608

30

2 7560 - Stationery - other - Pen - NA - nos

9608

5

3 7555 - Stationery - other - Paper - A4 - bundles

4810

5

4 9561 - Tools - Scissors - other - nos

9018

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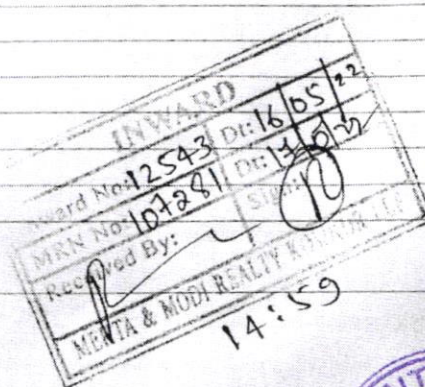
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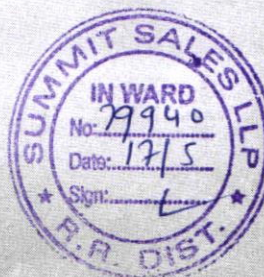
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Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory