②

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/5/22	Prepared by	Manoj	Serial no.	4237
Supplier name	SSLLP			HO inward no.	
Firm/Company	MMRKLLP	Project	GHT	HO received date	
PO/WO date	14/5/22	PO/WO No.	88267	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23652	16/5/22	4,277.68/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	4,277.68/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	107311	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:	4,277.68/-
Amount E – PO / WO value:	5,095.42/-
Amount F – Difference (A – E):	817.74/-
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: part Bill	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manoj	APPROVED			
Sign:	Manoj	20 MAY 2022			
Date	18/5/22	MINISH PARIKH MANAGER PROCUREMENT			
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

ORIGINAL INVOICE

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

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	23652
Mehta & Modi Realty Kowkur LLP	Invoice Date.	16-05-2022
Sy No. 196, Kowkur, Hyderabad, 500010	PO No.	88267
	PO Date.	14-05-2022
	Req ID	76419
GSTIN : 36ABLFM7631F1Z3 PAN ABLFM7631F	Req Date	13-05-2022
	Loc Req No	141462

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4065 - Consumables - Vim bar - NA - nos	3405	2	45.00	90.00	18	16.20
2	4022 - Consumables - Dettol - NA - nos	3401	5	86.00	430.00	18	77.40
3	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	6	80.00	480.00	18	86.40
4	4059 - Consumables - Surf Detergent Powder - NA -	3402	4	25.20	100.80	5	5.04
5	4014 - Consumables - Colin - 500ml - nos	3402	6	88.00	528.00	18	95.04
6	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	3	55.00	165.00	18	29.70
7	4009 - Consumables - Coconut Broom - other - nos	9603	24	16.75	402.00	18	72.36
8	4003 - Consumables - Bombay Broom - Big - nos	9603	10	88.20	882.00	0	0.00
9	4006 - Consumables - Bucket - other - nos with Mug	7310	3	231.00	693.00	18	124.74
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	3,770.80	506.88
	253.44	253.44	Total Invoice Amount	4,277.68	

Rupees : Four Thousand Two Hundred Seventy Seven and Paise Sixty Eight Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 94469 Date: 16/5 Sign: L

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 14-05-2022 13:35:24

88267
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	88267	141462
Doc Date	14-05-2022	
Quote No	Nil	
Quote Date	14-05-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4065 - Consumables - Vim bar - NA - nos	2.00	45.00	0.00	18.00	106.20
2	4022 - Consumables - Dettol - NA - nos	5.00	86.00	0.00	18.00	507.40
3	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	6.00	80.00	0.00	18.00	566.40
4	4059 - Consumables - Surf Detergent Powder - NA - kgs	4.00	25.20	0.00	5.00	105.84
5	4014 - Consumables - Colin - 500ml - nos	6.00	88.00	0.00	18.00	623.04
6	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3.00	55.00	0.00	18.00	194.70
7	4009 - Consumables - Coconut Broom - other - nos	24.00	16.75	0.00	18.00	474.36
8	4003 - Consumables - Bombay Broom - Big - nos	10.00	88.20	0.00	0.00	882.00
9	4006 - Consumables - Bucket - other - nos *with Mug*	6.00	231.00	0.00	18.00	1,635.48
				Total Order Value . . .		**5,095.42**

Rupees : Five Thousand Ninty Five and Paise Fourty Two 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
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	23652	16/5/22	4,277.68/-
2.			
3.			
4.			
5.			

For ***Mehta & Modi Realty Kowkur LLP***

Authorised Signatory

20/05/2022

Name : ____________ Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Date : __/__/____

Purchase Order

14-05-2022 13:35:24

Original / Office Copy / Purchase Div.Copy

Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order for 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

Name : 20/05/2022

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	MMR Kowkur llp	Date:	13-05-2022
Site & Phase :	GHT	Time:	12.03
Supplier		Req. No.	141462
Material required before date: 14-05-2022		ID No.	76419

No	Description	Size	Quantity	Units	Inward No	Date
1	Vim bar	500g	06	Nos		
2	Dettol hand wash	500ml	06	Nos		
3	Lizol	500ml	06	Nos		
4	Wheel-surf	1 kg	06	Nos		
5	colin 88265	500ml	06	Nos		
6	harpic	500ml	03	Nos		
7	Coconut brooms	Big	02	Dozens		
8	Bamboo brooms	Big	10	Nos		
9	Bucket with mug	big	10	Nos		
10						

Remarks: - For 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.

APPROVED
20 MAY 2022
MINISH PARIKH
MANAGER PROCUREMENT

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		
Mehta & Modi Realty Kowkur LLP	DC No	20203
Sy No. 196, Kowkur, Hyderabad, 500010	DC Date	16-05-2022
	PO No	88267
	PO Date	14-05-2022
	Req ID	76419
	Req Date	13-05-2022
GSTIN : 36ABLFM7631F1Z3	Loc Req No	141462

	Description of Goods	HSN/SAC	Qty
1	**4065 - Consumables** - Vim bar - NA - nos	3405	2
2	**4022 - Consumables** - Dettol - NA - nos	3401	5
3	**4039 - Consumables** - Lisol Cleaning Liquid - NA - ltrs	3808	6
4	**4059 - Consumables** - Surf Detergent Powder - NA - kgs	3402	4
5	4014 - Consumables - Colin - 500ml - nos	3402	6
6	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	3
7	4009 - Consumables - Coconut Broom - other - nos	9603	24
8	4003 - Consumables - Bombay Broom - Big - nos	9603	10
9	4006 - Consumables - Bucket - other - nos	7310	3
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

INWARD
No: 12545 Dt: 16/05/22
MRN No: 102311 Dt: 17/5/22
Received By:
MEHTA & MODI REALTY
14:59

SUMMIT SALES LLP R.R. DIST.
INWARD No: 79949
Date: 17/5
Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction