PURCHASE DIVISION

Advice for approval for credit to supplier

\Date:	31/5/22	Prepared by	Monin	Serial no.	4652
Supplier name	SSLHP			HO inward no.	
Firm/Company	Dr. NRK Biotech Pvt Ltd	Project	NRK	HO received date	
PO/WO date	25/5/22	PO/WO No.	88585	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23826	27/5/22	3,463.66/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,463.66/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	107804	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:	3,464/-
Amount E – PO / WO value:	3,464/-
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	6/6/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Monin				
Sign:	Moni				
Date	31/5/22				
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

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
DR. NRK Biotech Private Limited	Invoice No.	23826
Sy No. 230 to243, Plot no. 11, Thurkapally, Shameerpet,	Invoice Date.	27-05-2022
	PO No.	88585
	PO Date.	25-05-2022
	Req ID	76697
GSTIN : 36AACCD2775Q1Z3	Req Date	25-05-2022
	Loc Req No	186317

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	10	231.00	2,310.00	12	277.20
2	7512 - Stationery - other - CD Marker - NA - nos	9608	2	18.90	37.80	12	4.54
3	7538 - Stationery - other - L - File Folders - NA - nos		50	8.40	420.00	18	75.60
4	7560 - Stationery - other - Pen - NA - nos	9608	20	3.50	70.00	18	12.60
5	7533 - Stationery - other - Highlighter - NA - nos	9608	2	20.00	40.00	12	4.80
6	7528 - Stationery - other - Fevistick - NA - nos	9608	5	20.00	100.00	12	12.00
7	7605 - Stationery - other - Whitner Pen - NA - nos	9608	4	21.00	84.00	18	15.12
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	3,061.80	401.86
	200.93	200.93	Total Invoice Amount	3,463.66	

Rupees : Three Thousand Four Hundred Sixty Three and Paise Sixty Six Only.

SUMMIT SALES LLP IN WARD No: 94898 Date: 2/5 Sign: R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 25-05-2022 17:30:27

88585
20.05.22 3:37:20

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

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	88585	186317
Doc Date	25-05-2022	
Quote No	nil	
Quote Date	25-05-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7555 - Stationery - other - Paper - A4 - bundles	10.00	231.00	0.00	12.00	2,587.20
2	7512 - Stationery - other - CD Marker - NA - nos	2.00	18.90	0.00	12.00	42.34
3	7538 - Stationery - other - L - File Folders - NA - nos	50.00	8.40	0.00	18.00	495.60
4	7560 - Stationery - other - Pen - NA - nos	20.00	3.50	0.00	18.00	82.60
5	7533 - Stationery - other - Highlighter - NA - nos	2.00	20.00	0.00	12.00	44.80
6	7528 - Stationery - other - Fevistick - NA - nos	5.00	20.00	0.00	12.00	112.00
7	7605 - Stationery - other - Whitner Pen - NA - nos	4.00	21.00	0.00	18.00	99.12
			Total Order Value . . .			**3,463.66**

Rupees : Three Thousand Four Hundred Sixty Three and Paise Sixty Six 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	Nexiopolis Sy No 230 to 243, plot no 11, turkapally, shamirpet, medchal Phone. .
Penality 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 purpose.

For *DR.NRK Biotech Private Limited*
Authorised Signatory

Name : 26/05/2022

Accepted the above Terms And Conditions
For *Summit Sales LLP*

Name : ____________

Date : __/__/____

Purchase Order

 25-05-2022 17:30:27

Original / Office Copy / Purchase Div.Copy

Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

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

Authorised Signatory

Name : 26/05/22

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	DR.NRK BioTech Pvt Ltd	Date:	25.05.2022
Site & Phase:	Nextopolis	Time:	16:20
Supplier		Req. No.	186317
Material required before date: Urgent		ID No.	76697

No	Description	Size	Quantity	Units	Inward No	Date
1.	papers	A4	15	Bundles		
2.	Cd-markers	Std	02	Pack		
3.	L-Folders 88585	A4	50	Nos		
4.	Blue ink bottles	Std	02	Nos		
5.	Blue pen	Std	04	Packs		
6.	Highlighter	Std	02	Packs		
7.	Fevisticks (glue)	Std	05	Nos		
8.	Whiterner	Std	04	Nos		
9.						
10.						

Remarks: Towards site office use purpose.

Prepared By	S.Shravya	Approved by	C.Balamuralikrishana
Sign. & Date	25.05.2022	Sign. & Date	25.05.2022

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

for G. Raly 25/5/22

APPROVED
26 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
GSTIN/UNI: 36ACQFS2044C1Z7

Supplier / Customer / Transporter - Copy

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

GSTIN : 36AACCD2775Q1Z3

DC No.	20349
DC Date.	27-05-2022
PO No.	88585
PO Date.	25-05-2022
Req ID	76697
Req Date	25-05-2022
Loc Req No	186317

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	10
2	7512 - Stationery - other - CD Marker - NA - nos	9608	2
3	7538 - Stationery - other - L - File Folders - NA - nos		50
4	7560 - Stationery - other - Pen - NA - nos	9608	20
5	7533 - Stationery - other - Highlighter - NA - nos	9608	2
6	7528 - Stationery - other - Fevistick - NA - nos	9608	5
7	7605 - Stationery - other - Whitner Pen - NA - nos	9608	4
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Subject to Hyderabad Jurisdiction

INWARD
Inward No: 2017 Dt: 28/5/22
MRN No: 10-Req Dt: 28/5/22
Received By: NIRAJ Sign:
DR. NRK BIOTECH PVT LTD

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP
IN WARD
No: 50284
Date: 31/5
Sign:
R.R. DIST.