PURCHASE DIVISION
Advice for approval for credit to supplier

\Date:	1/6/22	Prepared by	Deepa	Serial no.	4646
Supplier name	SSLLP			HO inward no.	
Firm/Company	MMRKLLP	Project	GHT	HO received date	
PO/WO date	29/5/22	PO/WO No.	88725	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	20378	30/5/22	1,045.48	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,045.48
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	107941	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:	1,045.48
Amount E – PO / WO value:	1,045.48
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:	find bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:	D				
Date	1/6/22				
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

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.	23872
Mehta & Modi Realty Kowkur LLP	Invoice Date.	30-05-2022
Sy No. 196, Kowkur, Hyderabad, 500010	PO No.	88725
	PO Date.	29-05-2022
	Req ID	74700
	Req Date	15-03-2022
GSTIN : 36ABLFM7631F1Z3 PAN ABLFM7631F	Loc Req No	141286

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4005 - Consumables - Broom with stick - NA - nos		2	443.00	886.00	18	159.48
	Brrom stick holder						
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	886.00		159.48
	79.74	79.74	Total Invoice Amount	1,045.48		

Rupees : One Thousand Fourty Five and Paise Fourty Eight Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST. IN WARD No: 94987 Date: 30/5 Sign:

Purchase Order

 29-05-2022 11:29:34

88725
20.05.22 3:37:22

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	88725	141286
	Doc Date	29-05-2022	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	29-05-2022	
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	4005 - Consumables - Broom with stick - NA - nos *Brrom stick holder*	2.00	443.00	0.00	18.00	1,045.48
				Total Order Value . . .		**1,045.48**

Rupees : One Thousand Fourty Five and Paise Fourty Eight Only.

Terms and Conditions :-

Specification / Brand	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 Cost	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 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 *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Mehta&Modi Realty Kowkur-LLp	Date:	15-03-2022
Site & Phase :	GHT	Time:	16:22
Supplier		Req. No.	141286
Material required before date:	17-03-2022	D No.	74700

No	Description	Size	Quantity	Units	Inward No	Date
	Toilets					
1	Mirror with frame	15" X 18"	06	Nos		
2	Mopping stick holder	Std	02	Nos		
3	SS dust bin with flip lit	8 ltrs	02	Nos		
4	Paper dispenser	Std	02	Nos		

28725

Remarks: - For Ght site club House Toilets purpose

Prepared By	K.Sneha	Approved by	A Suresh
Sign.& Date	15-03-2022	Sign. & Date	15-03-2022

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

APPROVED 11 APR 2022 P. PRABHAKAR Sr. MANAGER PURCHASE

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	DC No.	20378
Mehta & Modi Realty Kowkur LLP	DC Date.	30-05-2022
Sy No. 196, Kowkur, Hyderabad, 500010	PO No.	88725
	PO Date	29-05-2022
	Req ID	74700
	Req Date	15-03-2022
GSTIN : 36ABLFM7631F1Z3	Loc Req No	141286

	Description of Goods	HSN/SAC	Qty
1	4005 - Consumables - Broom with stick - NA - nos		2
2			
3			
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INWARD

Inward No: 12597 Dt: 30/05/22

MRN No: 107941 Dt:

Received By: Sign:

MEHTA & MODI REALTY KOWKUR LLP

15:53

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP
INWARD
No: 50316
Date: 2/6/22
Sign:
R.R. DIST.

Subject to Hyderabad Jurisdiction