

PURCHASE DIVISION
Advice for approval for credit to supplier

(5)

5058

Date: 10/6/22		Prepared by: <i>Manish</i>		Serial no.	
Supplier name: <i>SS Lnp</i>				HO inward no.	
Firm/Company: <i>M M R K Lnp</i>		Project: <i>GHT</i>		HO received date	
PO/WO date: 27/5/22		PO/WO No. 88686		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23922	1/6/22	2,643.70/-	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 2,643.70/-

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

MRN nos.: 108024	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: 2,643.70/-

Amount E – PO / WO value: 2,643.70/-

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: 12/6/22

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	<i>Manish</i>				
Sign:	<i>Manish</i>				
Date:	10/6/22				
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 weightment 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.

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

1 of 1 :

Customer Details				Invoice No.		23922	
Mehta & Modi Realty Kowkur LLP Sy No. 196, Kowkur, Hyderabad, 500010 GSTIN : 36ABLFM7631F1Z3							

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order

Page(s) 1 Of 2

01-06-2022 11:52:15

Origir

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003
G S T No. : 36ABLFM7631F1Z3



20.05.22 3:37:21

Supplier Details		Doc No	88686	141912
Summit Sales LLP		Doc Date	27-05-2022	
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad		Quote No	Nil	
GSTIN 36ACQFS2044C1Z7		Quote Date	27-05-2022	
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 4014 - Consumables - Colin - 500ml - nos	5.00	88.20	0.00	0.00	441.00
2 4008 - Consumables - Cleaning Cloth - other - nos Yellow	12.00	10.00	0.00	0.00	120.00
3 4040 - Consumables - Mopping Cloth - NA - nos White	12.00	16.75	0.00	18.00	237.18
4 4022 - Consumables - Dettol - NA - nos	4.00	86.00	0.00	18.00	405.92
5 4001 - Consumables - Air Freshner - NA - nos Room Freshners	2.00	80.00	0.00	18.00	188.80
6 4041 - Consumables - Mopping stick - NA - nos	5.00	128.00	0.00	18.00	755.20
7 4071 - Consumables - Wiper - Other - nos	5.00	84.00	0.00	18.00	495.60
Total Order Value . . .					2,643.70

Rupees : Two Thousand Six Hundred Fourty Three and Paise Seventy Only.

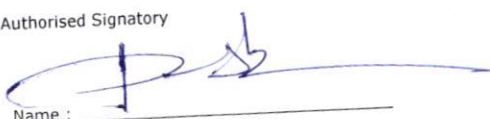
Terms and Conditions :-

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 use purpose.
Completion Date	NA
Measurment	NA
Security	Nil

For **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**
Name : _____

Name : _____

Date : _/_/

Purchase Order

Page(s) 2 Of 2

01-06-2022 11:52:15

Original / Office Copy / Purchase Div.Copy

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:	27-05-2022
Site & Phase :	GHT	Time:	9.23
Supplier		Req. No.	141912
Material required before date:	28-05-2022	ID No.	76784

No	Description	Size	Quantity	Units	Inward No	Date
1	Colin	500 ml	05	bottle		
2	Yellow clothes	std	1	dozen		
3	Miffing clothes	std	1	Dozen		
4	Hand wash Liquid	std	4	Nos		
5	Room Sprays	bottle	02	Nos		
6	Moping Sticks	std	05	Nos		
7	Wipers	std	05	Nos		
8						
9						
10						

Remarks: - For GHT site work purpose

Prepared By	A Suresh	Approved by	
Sign.& Date	27-05-2022	Sign. & Date	

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



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

1 of 1 : 01-06-2022

Customer Details

Mehta & Modi Realty Kowkur LLP

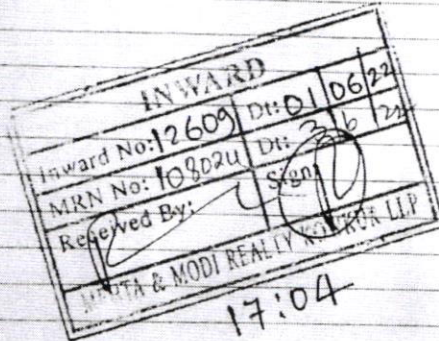
Sy No. 196, Kowkur, Hyderabad, 500010

GSTIN: 36ABLFM7631F1Z3

DC No.	20420
DC Date.	01-06-2022
PO No.	88686
PO Date.	27-05-2022
Req ID	76784
Req Date	27-05-2022
Loc Req No	141912

Description of Goods

		HSN/SAC	Qty
1	4014 - Consumables - Colan - 500ml - nos		
2	4008 - Consumables - Cleaning Cloth - other - nos	3402	5
3	4040 - Consumables - Mopping Cloth - NA - nos	6307	12
4	4022 - Consumables - Dettol - NA - nos	6307	12
5	4001 - Consumables - Air Freshner - NA - nos	3401	4
6	4041 - Consumables - Mopping stick - NA - nos	3307	2
7	4071 - Consumables - Wiper - Other - nos	9603	5
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Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory