PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	19/6/22	Prepared by	Monika	Serial no.	5291
Supplier name	S. A. Sports			HO inward no.	
Firm/Company	MMRKLLP	Project	GHT	HO received date	
PO/WO date	28/3/22	PO/WO No.	86834	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	4073	16/5/22	145,308/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	145,308/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.:	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:	145,308/-
Amount E – PO / WO value:	140,827.52/-
Amount F – Difference (A – E):	4,480.48/-
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	27/6/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Monika	APPROVED			
Sign:	Monika	19 JUN 2022			
Date	19/6/22	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.

GSTIN 36AAGFS2959C1Z5

ESTD.1955

TAX INVOICE

Credit

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 95 Date 13/6/22 Sign.

9849588880

S.A. Sports®

Extn - I

4-1-443, BANK STREET, HYDERABAD - 500 001. (T.S.)
Email : sasports55@yahoo.com

INVOICE No. SAS/1/ 4073

To, M/s Mehta & Modi Realty Kowkur LLP
M.G Road Secunderabad

Date 18/5/2022

ORDER NO 86830 28/3/22

Party's GSTIN 36ABLFM7631F1Z8

State Code : 36

PARTICULARS	HSN / SAC	Qty.	Rate	GST %	TOTAL
Pool Table 8x4		01	85,000	18	85,000
T.T. Table Gixo (Co) 18mm with wheel all Accessories		01	24000	12	24,000
Carrom Board Club 8mm with Coins & Sto		02	7500	12	15,000
Foos Ball Table		01	27000	12	27000
T.T. Bat		04	225	12	900
T.T Balls		1 Dozen	240	12	240
Chess Board with Coins		01 set	240	12	240
Ludo Snake & Ladder		01	240	12	240
Transportation			1500	12	1500
Installation			2500	12	2500

Taxable Value	Rate	%	CGST	SGST	IGST		
						TOTAL	156620
68000		18%	6120	6120		DISCOUNT 20%	30524
						TOTAL	126096
58096		12%	3486	3486		TAX AMOUNT	19212
						GRAND TOTAL	145308

Rupees in words : 1,45,308/-

SUMMIT SALES LLP R.R. DIST. IN WARD No: 95531 Date: 15/6/22 Sign:

Bank Details :
Bank : HDFC BANK, Kothi
A/c. : 00212310001053
IFSC CODE : HDFC0001997

Thanking You !

For S.A. SPORTS

Signature

N.B. : Subject to Hyderabad Jurisdiction
Goods Once sold will not be taken back or exchanged.
No Guarantee on Sports Goods.

E.& O.E.

(Delivery at Kowkur)

GSTIN: 36AACFS2159C1ZS

TAX INVOICE

ESTD. 1975

S.A. Sports

4-1-445, BANK STREET, HYDERABAD - 500 001 (T.S.)

INVOICE No. SA/SN/ 1073

To, M/s Mehta Shrungali Realty [illegible]

[illegible]

Date 18/6/2022

Party's GSTIN 36AAB[illegible]

State Code : 36

PARTICULARS	HSN/SAC	Qty	Rate	%	TOTAL
Pool Table 8x4		01	35,000	12	35,000
T.T. Table [illegible] 15mm [illegible]		01	24,000	12	24,000
Carrom Board [illegible]		02	7,500	12	15,000
Foos Ball Table		01	25,000	12	25,000
T.T. Bat		04	[illegible]	12	[illegible]
T.T. Balls		[illegible]	240	12	240
Chess Board [illegible]		[illegible]	240	12	240
Ludo Snake Ladder		01	240	12	240
Transportation / Installation			[illegible]	[illegible]	[illegible]

Taxable Value	Rate	%	CGST	SGST	IGST	TOTAL	
[illegible]		12	[illegible]	[illegible]			
[illegible]		12	[illegible]	[illegible]		DISCOUNT	[illegible]
						TOTAL	[illegible]
						TAX AMOUNT	[illegible]
						GRAND TOTAL	1,49,363

Rupees in words: 1,49,363/-

Thanking You !

For S.A. SPORTS

Signature

N.B. : Subject to Hyderabad Jurisdiction
Goods Once sold will not be taken back or exchanged.
No Guarantee on Sports Goods.

Form for closure of purchase order

Data required from site/engineers:							
PO no.:	86834	PO date:	28/3/22	Req. no.:	141284	Advice Scan ID	
MRN nos. related to PO							

☐	Part material received.
☐	Full material received.
☑	Material not received.
☐	Close PO – Balance material will be re-ordered by new requisition.
☐	Cancel PO. Material not required.
☐	Cancel PO. Material will be re-ordered by new requisition.
☑	Keep PO open. Material required.
☐	Keep PO open. Work under progress.

Remarks by engineer:

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.

Prepared by	Sign	Date	Project manager	Sign	Date
P. Sneha	Sneha	9/5/22	A. SURESH	[signature]	9/5/22

Data required from accounts:

☐	Checked with E&D for receipt of bills.		
☑	Bills not received against this PO.		
☐	Part bill received against this PO.	Bill nos.	
☐	All bills received against this PO.		
☑	Advance paid against this PO.	Amount paid	71,000/- Dt. 04-04-22 & 70,414/- dt. 04-04-22

Remarks by Accountants: 100% Advance paid but not bill Received

Notes: 1. Pos issued for false ceiling and such works may have been processed by E&D. Check before filling the above.

Prepared by	Sign	Date	Accounts manager (approval required for PO more than 10k)	Sign	Date
S. Nagendran	[signature]	11-05-22			

Advice by MD - action to be taken by purchase:

☐	Get certified bill from supplier (not original).		
☐	Prepare bill in SSLLP for material supplied.		
☐	Get proof of delivery from site.		
☐	Barcoded PO missing – get certified copy from Accounts.		
☐	Thereafter, prepare advice to credit to supplier and send to HO for processing.		
☐	Close PO	☑	Keep PO open. Material awaited
☐	Send barcoded PO to MDs desk. PO to be closed thereafter.		
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2021.		
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2020.		
☐	RMC supplier – suppliers ledger required from 1.4.2020. Process bill after thoroughly checking both the ledgers and all pour reports. Pour reports from day one to be thoroughly checked with Pos/Bills. Thereafter, prepare advice to credit to supplier and send to HO for processing. Close all open POs.		
☐	E&D to check receipt of bill and enter comments below.		
☐	Details of material supplied and balance material to be supplied is required.		

Remarks:

Prepared by	Sign	Date

APPROVED BY
13 MAY 2022
SOHAM MODI
MANAGING DIRECTOR

Form for closure of purchase order dt 21-3-22 ver4

Purchase Order

 28-03-2022 3:22:58 PM

86834
16.03.22 2:13:36

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-50
G S T No. : 36ABLFM7631F1Z3

mailed

Supplier Details

S.A.SPORTS
Bank Street, Abids, Hyderabad.

GSTIN 36AAGFS2959C1Z5
040-30683095 9849588880

Doc No	86834	141284
Doc Date	28-03-2023	
Quote No	Nil	
Quote Date	10-11-2018	
SupplyType	Supply	

Kind Attn : Satvindar Singh Aurora

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	5097 - Equipment - sports - Pool Table - 8 In x 4 In - nos *With complete accessories- Delson*	1.00	85,000.00	20.00	18.00	80,240.00
2	5112 - Equipment - sports - T.T. Table - NA - nos *Gymnco 18mm with wheels with all accessories*	1.00	24,000.00	20.00	12.00	21,504.00
3	5064 - Equipment - sports - Carrom Board - NA - nos *Club 8 mm, with coins and strikers, with stand*	2.00	7,500.00	20.00	12.00	13,440.00
4	5170 - Equipment - sports - Foosball Table - Others - nos	1.00	27,000.00	20.00	12.00	24,192.00
5	5143 - Equipment - sports - T.T.Bats - Others - nos	4.00	225.00	20.00	12.00	806.40
6	5139 - Equipment - sports - T.T.Balls - NA - Nos *1 dozen*	1.00	240.00	20.00	12.00	215.04
7	5070 - Equipment - sports - Chess Board - NA - nos *with coins*	1.00	240.00	20.00	12.00	215.04
8	5164 - Equipment - sports - Board games - NA - nos *Ludo, snake and ladder*	1.00	240.00	20.00	12.00	215.04
					Total Order Value . . .	**140,827.52**

Rupees : One Lakh(s) Fourty Thousand Eight Hundred Twenty Seven and Paise Fifty Two Only.

Terms and Conditions :-

Specification /	As per details given in the quotation by mail dated 16-3-19, and shown in the pictures.
Payment Terms	50% advance balance after delivery
Tax	All taxes are included in above prices
Delivery Date	With in 7 days
Delivery Location	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
Penality For Delay	Nil
Transportation	Extra as per actuals Approx 1500-00, instalation of pool table is Rs.2,500-00
Warranty	One year from the date of delivery.

APPROVED BY
30 MAR 2022
SOHAM MODI
MANAGING DIRECTOR

For MDs APPROVAL
- [ ] High Value/quantity beyond limits.
- [x] Po/Req. processed-post approval.
- [ ] Approval for technical details/clarification.
- [ ] Replenishing SSLLP stock
- [ ] Other

For *Mehta & Modi Realty Kowkur LLP*
Authorised Signatory

Name :

Contact ...

Accepted the above Terms And Conditions
For *S.A.SPORTS*

Name :

Date : __/__/____

Purchase Order

 28-03-2022 3:22:58 PM Original / Office Copy / Purchase Div.Copy

~~Advance Paid~~	~~Rs.71,000-00, by cheque/RTGS..............., Dated~~.................
Other Terms	We reserve the right to reject items not conforming to quality and specifications as given in your quotation, above order is for recreation room, purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	If any damage in your material we will reject the items on site.

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

Authorised Signatory

Name : ____________________

Contact - -

Accepted the above Terms And Conditions

For ***S.A.SPORTS***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Mehta&Modi Realty Kowkur-LLp	Date:	15-03-2022
Site & Phase :	GHT	Time:	15:58
Supplier		Req. No.	141284
Material required before date:	17-03-2022	ID No.	74689

No	Description	Size	Quantity	Units	Inward No	Date
	Recreation room					
1	Carom board with stand	Std	02	Nos		
2	Foosball table	Std	01	Nos		
3	Pool table	Std	01	Nos		
4	TT table	Std	01	Nos		
5	TT rackets	Std	04	Nos		
6	TT balls	Std	06	Nos		
7	Chess Board	Std	01	Nos		
8	Ludo	Std	01	Nos		
9	Snake & Ladder	Std	01	Nos		
10	Chairs-beige	Std	12	Nos		
11	Table	3'X3'	04	Nos		
12	Low storage	4'X30"X18"	01	Nos		

Remarks: - For Ght site club House Recreation room 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.

4689

APPROVED BY
17 MAR 2022
SOHAM MODI
MANAGING DIRECTOR

For MDs APPROVAL

- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification
- ☑ Replenishing SSLLP stock
- ☐ Other