PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 21/6/22 | Prepared by | Kavitha | Serial no. | 5357 |
| Supplier name | Summit Sales LLP | | | HO inward no. | |
| Firm/Company | AGH | Project | AGH | HO received date | |
| PO/WO date | 29/12/21 | PO/WO No. | 84024 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 22200 | 19/2/22 | 3,29,811/- | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 3,29,871/- |
| Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | |
| MRN nos.: 103974 | 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: | 3,29,871/- |
| Amount E – PO / WO value: | 761,123/- |
| Amount F – Difference (A – E): | 431,252/- |
| 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: | – Final Bill – |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Kavitha | | | | |
| Sign: | 21/6/22 | APPROVED 21 JUN 2022 MANISH PARIKH MANAGER PROCUREMENT | | | |
| Date | | | | | |
| 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.

NOC

Form for closure of purchase order

Data required from site/engineers:

| | | | |
|---|---|---|---|
| PO no.: | 84024 | PO date: | 29/12/21 |
| Req. no. | 165548 | Req. date: | 23/12/21 |
| Material received | ☑ Part ☐ Full | MRN nos. | 103234, 103974. |
| If material partially delivered then can balance material be ordered by new requisition/PO | ☑ No further material required and PO can be closed. ☐ No material cannot be ordered by new PO. ☐ PO can be closed and balance material can be ordered by new requisition. | Can PO be closed? | ☑ Yes ☐ No |

Remarks by engineer: All materials received
Scan ID - 98835.

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery. 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 |
|---|---|---|---|---|---|
| Zakir | [signature] | 04/03/22 | Zakir | [signature] | 04/03/22 |

Data required from accounts:

| | |
|---|---|
| Are any bills received wrt to this PO. | ☐ Yes for full PO ☑ Yes for part of PO ☐ No. |
| Scan ID nos. of advice for credit to supplier | 97134 |

Remarks by Accountants: Part bill Received

Notes: 1. Accountants to attach hard copy of purchase voucher.

| Prepared by | Sign | Date | Accounts manager (approval required for PO more than 10k) | Sign | Date |
|---|---|---|---|---|---|
| S. Sridhar | [signature] | 5/3/22 | | | |

Action taken by purchase:

| | |
|---|---|
| Status of PO | ☑ PO closed and email sent to supplier. ☐ PO open material awaited. |
| Status of proof of delivery: | ☑ Proof of delivery received. ☐ Proof of delivery not available with site or purchase. |
| Original barcoded PO available | ☑ Yes ☐ No – certified copy received from accounts. |
| Original bill available | ☑ Yes ☐ No – certified copy obtained from supplier. |
| Supplier's ledger available | ☐ Yes ☑ No |
| Advice for credit to supplier | ☐ Prepared for entire PO ☑ Part of PO and PO closed. ☐ Prepared for part of PO and balance material awaited. |

Remarks by purchase: Balance Bill to be Raised.

| Prepared by | Sign | Date | Purchase manager | Sign | Date |
|---|---|---|---|---|---|
| Kavitha | Kavitha | 05/03/22 | | | |

Notes: 1. Purchase to attach hard copies of 'advice for credit to supplier'. 2. In case advice for payment to supplier cannot be prepared (material not delivered or other reasons) attach this note to original PO, original requisition, original bill and proof of delivery and send to MD.

Close PO

APPROVED BY
05 MAR 2022
SOHAM MODI
MANAGING DIRECTOR

TAX 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

**GSTIN/UNI: 36ACQFS2044C1Z7**



| **Customer Details** | Invoice No. | 22200 |
|---|---|---|
| Modi Reality (Miryalguda) LLP | Invoice Date. | 19-02-2022 |
| SY NO. 786, AVR Gulmohar Homes, Miryalguda, Nalgonda District, Telangana-508207 | PO No. | 84024 |
| | PO Date. | 29-12-2021 |
| | Req ID | 72206 |
| GSTIN : 36ABCFM6774G2ZZ | Req Date | 18-12-2021 |
| | Loc Req No | 165548 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 2400 - Carpentry - windows - Al.sliding Windows 3<br>71.50" x 47.50" - 43 nos | | 456 | 525.00 | 239,400.00 | 18 | 43,092.00 |
| 2 | 2402 - Carpentry - windows - Al.sliding Windows 3<br>47.50" x 47.50" - 09 nos | | 96 | 378.00 | 36,288.00 | 18 | 6,531.84 |
| 3 | 6188 - Miscellaneous - Hamali charges - NA - Per | | 552 | 7.00 | 3,864.00 | 18 | 695.52 |
| 4 | | | | | | | |
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| IGST | CGST | SGST | Total Taxable Amount | 279,552.00 | 50,319.36 |
|---|---|---|---|---|---|
| | 25,159.68 | 25,159.68 | Total Invoice Amount | 329,871.36 | |

Rupees : Three Lakh(s) Twenty Nine Thousand Eight Hundred Seventy One and Paise Thirty Six Only.

**for Summit Sales LLP**

SUMMIT SALES LLP R.R. DIST. IN WARD No: 95704 Date: 18/6/22 Sign:

Subject to Hyderabad Jurisdiction

*Authorised signatory*

# Purchase Order

 04-03-2022 10:45:58

Original / Office Copy / Purchase Div.Copy

From Company : **Modi Realty (Miryalguda) LLP**
5-4-187/3&4,II nd Floor, M.G.Road, Secunderabad-500 003.
G S T No. : 36ABCFM6774G2ZZ

**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** | 84024 | 165548 |
| **Doc Date** | 29-12-2021 | |
| **Quote No** | Nil | |
| **Quote Date** | 23-12-2021 | |
| **SupplyType** | Supply | |

**Kind Attn : Hamendra,Prabhakar**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 2400 - Carpentry - windows - Al.sliding Windows 3 track - 6 ft X 4 ft - Sft<br>*71.50" x 47.50" - 43 nos* | 1,032.00 | 525.00 | 0.00 | 18.00 | 639,324.00 |
| 2 | 2425 - Carpentry - windows - Alu Fixed Windows - 4 ft X 4 ft - sft<br>*47.50" x 47.50" - 02 nos* | 32.00 | 357.00 | 0.00 | 18.00 | 13,480.32 |
| 3 | 2413 - Carpentry - windows - Al. Openable window - 2 ft X 4 ft - Sft<br>*23.50" x 47.50" - 04 nos* | 32.00 | 236.25 | 0.00 | 18.00 | 8,920.80 |
| 4 | 2414 - Carpentry - windows - Al. Ventilator - Top hung - 2 ft X 2 ft - Sft<br>*23.50" x 23.50" - 18 nos* | 72.00 | 357.00 | 0.00 | 18.00 | 30,330.72 |
| 5 | 2402 - Carpentry - windows - Al.sliding Windows 3 track - 4 ft X 4 ft - Sft<br>*47.50" x 47.50" - 09 nos* | 144.00 | 378.00 | 0.00 | 18.00 | 64,229.76 |
| 6 | 6188 - Miscellaneous - Hamali charges - NA - Per Sft | 1,312.00 | 7.00 | 0.00 | 18.00 | 10,837.12 |
| | | | | **Total Order Value . . .** | | **767,122.72** |

Rupees : Seven Lakh(s) Sixty Seven Thousand One Hundred Twenty Two and Paise Seventy Two Only.

**Terms and Conditions :-**

**Specification / Brand** Aluminium Sections shall be of 'Agarvanshi' brand

**Payment Terms** After Delivery & Production of bill

For ***Modi Realty (Miryalguda) LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Contact - -

Name : ____________

Date : __/__/____

part bill Received 4,37,251/-

| |
|---|
| **Books of accounts verified and no bills wrt this PO were received by accounts** |
| **Name:** S Sridhar |
| **Sign:** Sridhar |
| **Date:** 21/06/22 |

# Purchase Order



04-03-2022 10:45:58

Original / Office Copy / Purchase Div.Copy

| | |
|---|---|
| Tax | All taxes included in above price. |
| Delivery Date | Within 7 working days. |
| Delivery Location | AVR Gulmohar Homes<br>Sy no-786, Miryalguda, Nalgonda Dist.<br>Phone. 9550139944 |
| Penality For Delay | Bills must be submitted to H.O. within 30days of completion of work. 10% plty on value of order will be deducted for delay in submission of bills. |
| Transportation Cost | Included in the above price. |
| Warranty | 1 year on workmanship. |
| Advance Paid | Nil |
| Other Terms | We reserve the right to reject items not conforming to quality and specifications. Above order for V.no. 18,68,81,82,89 & 38. |
| Completion Date | Work shall be completed within 10 days from the date of the work order. |
| Measurment | Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost. |
| Security | Supplier shall be responsible for security and storage of material at site at its risk and cost. |
| 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 ***Modi Realty (Miryalguda) LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Name : ______________________

Contact - -

Date : __/__/____

Requisition Form - Aliminium Sliding Windows

| | | | |
|---|---|---|---|
| Company | Modi Realty Miryalguda LLP | Site & Phase: AVR GULMOHAR HOMES | |
| Req. no. | 165548 | Req. Date: | 18-12-2021 |
| Material required before | 25-12-2021 | ID no. | |
| Prepared by: | Zakir | Approved by (sign): | |
| Flat / Block no: | 18, 68, 81, 82, 89 & 38 | | |

| | | |
|---|---|---|
| Type A1 1250 Sft 2BHK Order Value: | 0 | Villa's |
| Type A1 2340 Sft 3BHK Order Value: | 1 | Villa |
| Type A2 2340 Sft 3BHK Order Value: | 4 | Villa's |
| Type A1 2340 Sft 4BHK Order Value: | 1 | Villa |

| S No. | Item Description | Units | Qty required for Type A1 1250 Sft 2 BHK villa | Qty required for Type A1 2340 Sft 2 BHK villa | Qty required for Type A2 2340 Sft 3 BHK villa | Qty required for Type A1 2340 Sft 4 BHK villa | Type A1 1250 2BHK villa requirement | Type A1 2340 2BHK villa requirement | Type A2 2340 3BHK villa requirement | Type A1 2340 4BHK villa requirement | Quantity required | Qty Available at site | Balance Qty to be ordered | Quantity in sft | Inward no |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Three track Sliding Windows 6'x4' | No's | - | 7 | 7 | 8 | - | 1 | 4 | 1 | 43 | - | 43 | 1,032.0 | |
| 2 | Fixed Windows 4'x4' | No's | - | - | - | 2 | - | 1 | 4 | 1 | 2 | - | 2 | 32.0 | |
| 3 | Openable Windows 2'x4' | No's | - | 6 | 6 | 4 | 1 | 1 | 4 | 1 | 34 | 30 | 4 | 272.0 | |
| 4 | Three track Sliding Windows 3'6"x3' | No's | - | - | - | - | - | 1 | - | - | - | - | - | - | |
| 5 | Openable Windows 2'x2' | No's | - | 3 | 3 | 3 | - | 1 | 4 | 1 | 18 | 18 | 18 | - | |
| 6 | Three track Sliding Windows 4'x4' | Nos | - | - | 2 | 1 | - | 1 | 4 | 1 | 9 | - | 9 | 144.0 | |
| 7 | Three track Sliding Windows 3'x4' | No's | - | 2 | 2 | 2 | - | 1 | 4 | 1 | 12 | 12 | - | - | |
| | Total | | | | | | | | | | 118 | 60 | 76 | 1,480.0 | |

Remarks: All sliding windows required are of three tracks (With Mosquito Mesh)

21/06/22

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 | | |
|---|---|---|
| Modi Reality (Miryalguda) LLP | DC No. | 18721 |
| SY NO. 786, AVR Gulmohar Homes, Miryalguda, Nalgonda District, Telangana-508207 | DC Date. | 03-02-2022 |
| | PO No. | 84024 |
| | PO Date. | 29-12-2021 |
| | Req ID | 72206 |
| | Req Date | 18-12-2021 |
| GSTIN : 36ABCFM6774G2ZZ | Loc Req No | 165548 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 2400 - Carpentry - windows - Al.sliding Windows 3 track - 6 ft X 4 ft - Sft | | 24 576 |
| 2 | 2425 - Carpentry - windows - Alu Fixed Windows - 4 ft X 4 ft - sft | | 2 32 |
| 3 | 2413 - Carpentry - windows - Al. Openable window - 2 ft X 4 ft - Sft | | 4 32 |
| 4 | 2414 - Carpentry - windows - Al. Ventilator - Top hung - 2 ft X 2 ft - Sft | | 18 72 |
| 5 | 2402 - Carpentry - windows - Al.sliding Windows 3 track - 4 ft X 4 ft - Sft | | 3 48 |
| 6 | 6188 - Miscellaneous - Hamali charges - NA - Per Sft | | 760 |
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INWARD
Inward No: 15159 Dt: 04/02/22
MRN No: 103234 Dt: 04/02/22
Received By: Security Sign

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 80619 Date: 18/6/22 Sign:

Subject to Hyderabad Jurisdiction

DELIVERY CHALLAN

# Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M G Road, Secunderabad - 500003

Email: purchase@modiproperties.com

1 of 1 : 19-02-2022

Supplier / Customer / Transporter - Copy GSTIN/UNI: 36ACQFS2044C1Z7

| Customer Details | | |
|---|---|---|
| Modi Reality (Miryalguda) LLP | DC No. | 18999 |
| SY NO. 786, AVR Gulmohar Homes, Miryalguda, Nalgonda District, Telangana-508207 | DC Date. | 19-02-2022 |
| | PO No. | 84024 |
| | PO Date. | 29-12-2021 |
| | Req ID | 72206 |
| | Req Date | 18-12-2021 |
| GSTIN : 36ABCFM6774G2ZZ | Loc Req No | 165548 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 2400 - Carpentry - windows - Al sliding Windows 3 track - 6 ft X 4 ft - Sft | | 456 |
| 2 | 2402 - Carpentry - windows - Al sliding Windows 3 track - 4 ft X 4 ft - Sft | | 96 |
| 3 | 6188 - Miscellaneous - Hamali charges - NA - Per Sft | | 552 |
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INWARD
Inward No: 1570 Dt: 19/02/22
GRN No: 103974 Dt: 21/02/22
Received by: Security Sign
Modi Reality (Miryalguda) LLP

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
INWARD
No: 80620
Date: 18/6/22
Sign:
R.R. DIST.