B

PURCHASE DIVISION

Advice for approval for credit to supplier

\Date:	5/7/22	Prepared by	Vanajarthi	Serial no.	
Supplier name	SCUP			HO inward no.	
Firm/Company	SCUP	Project	Serene farms	HO received date	
PO/WO date	13/5/22	PO/WO No.	88249	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	24089	10/06/22	5,152/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	5,152/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	108479	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:	5,152
Amount E – PO / WO value:	5,152
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	11/07/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajarthi				
Sign:	[signature]				
Date	5/7/22				
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

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Serene Constructions LLP	Invoice No.	24089
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict, 501203	Invoice Date.	10-06-2022
	PO No.	88249
	PO Date.	13-05-2022
	Req ID	76408
GSTIN : 36ACVFS7909P1ZV PAN ACVFS7909P	Req Date	12-05-2022
	Loc Req No	150638

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	~~4062 - Consumables - Torch light - Big - nos~~		~~3~~	~~750.00~~	~~2,250.00~~	~~12~~	~~270.00~~
2	4663 - Electrical - other - Tubelight fitting - 4ft - nos	9405	10	235.00	2,350.00	12	282.00
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	4,600.00		552.00
	276.00	276.00	Total Invoice Amount	5,152.00		

Rupees : Five Thousand One Hundred Fifty Two Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 95401 Date: 10/6/22 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 23-05-2022 11:58:53 AM

88249
27.04.22 12:24:13

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	88249	150638
	Doc Date	13-05-2022	
	Quote No	NIL	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	12-05-2022	
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	4062 - Consumables - Torch light - Big - nos	3.00	750.00	0.00	12.00	2,520.00
2	4663 - Electrical - other - Tubelight fitting - 4ft - nos	10.00	235.00	0.00	12.00	2,632.00
				Total Order Value . . .		**5,152.00**

Rupees : Five Thousand One Hundred Fifty Two Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Serene Farms Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503 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 use purpose
Completion Date	Nil
Measurment	Nil
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 ***Serene Constructions LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Serene construction llp	Date:	12.05.2022
Site & Phase :	Serene farms	Time:	04.00
Supplier		Req.No.	150638
Material required before date:	asap	ID No.	76408

No	Description	Size	Quantity	Units	Inward No	Date
1	Torch lights	std	03	Nos		
2	Tube lights	4'	10	Nos	88249.	
3	Canon Camera charger	std	01	Nos		
4				Nos		
5				Nos		
6				Nos		
7				Nos		
8				Nos		
9						
10						

Remarks: The above material is required for for security and labour quarters use purpose .

Prepared By	M. Naveen reddy	Approved by	Syed Golam Sarwar
Sign.& Date	12.05.2022	Sign. & Date	M. Nand

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

APPROVED
17 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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	DC No.	20567
Serene Constructions LLP	DC Date.	10-06-2022
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict, 501203	PO No.	88249
	PO Date.	13-05-2022
	Req ID	76408
GSTIN : 36ACVFS7909P1ZV	Req Date	12-05-2022
	Loc Req No	150638

	Description of Goods	HSN/SAC	Qty
1	4062 - Consumables - Torch light - Big - nos		3
2	4663 - Electrical - other - Tubelight fitting - 4ft - nos	9405	10
3			
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19			
20			
21			
22	INWARD 45		
23	Inward No: 14/06/22 Dt: 480		
24	MRN No: 108479 Dt: 14/06/22		
25	Received By: Sign:		
26	Security		
27	Serene Construction (Hyd) LLP		
28			
29			
30			

SUMMIT SALES LLP
IN WARD
No: 81014
Date: 6/7/22
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction