PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	5/7/22	Prepared by	Kavitha	Serial no.	5509
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	AGH	Project	AGH	HO received date	
PO/WO date	30/3/22	PO/WO No.	86909	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23611	12/5/22	81,865/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	81,865/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	107175	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:	81,865/-
Amount E – PO / WO value:	81,865/-
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: – Final Bill –	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Kavitha				
Sign:	5/7/22				
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.

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		
Modi Reality (Miryalguda) LLP	Invoice No.	23611
SY NO. 786, AVR Gulmohar Homes, Miryalguda, Nalgonda District, Telangana-508207	Invoice Date.	12-05-2022
	PO No.	86909
	PO Date.	30-03-2022
	Req ID	75148
GSTIN : 36ABCFM6774G2ZZ PAN ABCFM6774G	Req Date	30-03-2022
	Loc Req No	165615

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	9099 - Tiles - Regal Beige - 600 mm X 1200 mm -		37	672.00	24,864.00	18	4,475.52
2	9108 - Tiles - Crema Marfil - 600mm x 1200mm -		53	673.00	35,669.00	18	6,420.42
3	9103 - Tiles - Urbanwood light - 200mm x 1200mm -		11	804.00	8,844.00	18	1,591.92
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	69,377.00	12,487.86
	6,243.93	6,243.93	Total Invoice Amount	81,864.86	

Rupees : Eighty One Thousand Eight Hundred Sixty Four and Paise Eighty Six Only.

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST. IN WARD No: 94379 Date: 12/5 Sign:

for Summit Sales LLP

Authorised signatory

Form for closure of purchase order

Data required from site/engineers:							
PO no.:	869009	PO date:	30/03/22	Req. no.:	165615	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: As per customer choise tiles. they want this tiles only.

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
Zahir	Zahir	01/06/22	Zahir	Zahir	06/06/22

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	

Remarks by Accountants:

Bill Not 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
Sridhar	Sridhar	6/5/22			

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

Purchase Order

 31-03-2022 5:07:35 PM

86909
16.03.22 2:13:37

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	**Doc No**	86909	165615
	Doc Date	30-03-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	30-03-2022	
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	9099 - Tiles - Regal Beige - 600 mm X 1200 mm - Boxes	37.00	672.00	0.00	18.00	29,339.52
2	~~9108 - Tiles - Crema Marfil - 600mm x 1200mm - Boxes~~	~~53.00~~	~~673.00~~	~~0.00~~	~~18.00~~	~~42,089.42~~
3	9103 - Tiles - Urbanwood light - 200mm x 1200mm - Boxes	11.00	804.00	0.00	18.00	10,435.92
					Total Order Value . . .	**81,864.86**

Rupees : Eighty One Thousand Eight Hundred Sixty Four and Paise Eighty Six Only.

Terms and Conditions :-

Specification /	Brand will be Ispiria- nexion, rate per sft is 4'X2'-51.45, for 1'x1'-47/-, coverage ares is 4'x2'- 15.42 and 1'x1'- 11.62 sft
Payment Terms	After delivery
Tax	Included
Delivery Date	With in a day
Delivery Location	AVR Gulmohar Homes Sy no-786, Miryalguda, Nalgonda Dist. Phone. 9550139944
Penality For Delay	Nil
Transportation	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, damage is in suppliers account above order is for 52- type-A2 3BHK , 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.'Nil

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

APPROVED BY
04 APR 2022
SOHAM MODI
MANAGING DIRECTOR

For *Modi Realty (Miryalguda) LLP*
Authorised Signatory

Name :

Contact - -

Name : ____________

Accepted the above Terms And Conditions
For *Summit Sales LLP*

Date : __/__/____

Requisition Form - Tiles for flooring

Company Name:	Modi Realty Miryalaguda LLP
Site & Phase	AVR Gulmohar Homes
Req. no.	165615
Req. Date	2022-03-30
Material required before	2022-03-10
ID no.	75148
Prepared by:	Zakir
Approved by (sign):	
Flat / Block no:	52- Type-A2-3BHK

Type A1 1250 Sft 2BHK

Typet 2340 Sft 3BHK Order Value: 1 villa

APPROVED BY 04 APR 2022 SOHAM MODI MANAGING DIRECTOR

86909

APPROVED 04 APR 2022 PRABHAKAR Sr. MANAGER PURCHASE

S No.	Item Description	Units	Qty required for Type A2 3HK 2340Sft	Qty required forType A 1210 Sft 3BHK flat	Type 2340 Sft requirement	Type A-2340 Sft requirement	Quantity required	Qty Available at site	Balance Qty to be ordered	Inward No	Date
1	REGAL BEIGE 4' X 2'	Sft	775.0	-	1.0	-	775.0	220.0	555.0		
2	GIRGIO SERENA DARK 4' X 2'	Sft	-	-	1.0	-	-	-	-		
3	CREMA MARFIL 4' X 2'	Sft	795.0	-	1.0	-	795.0	-	795.0		
4	EARTH GREY LIGHT 4' X 2'	Sft	-	-	-	-	-	-	-		
5	URBAN WOOD NATURAL 4' X 8"	Sft	155.0	-	1.0	-	155.0	555.4	400.4		
6	URBAN WOOD LIGHT 4' X 8"	Sft	165.0	-	1.0	-	165.0	-	165.0		
								-			
	Total						1,890.0	-	1,114.6		

Note: Above Materials used for villa no 52 flooring purpose as per Customer chose tiles

DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.
Tel : 040 - 6633 5551

M/s Madi Realty Miryalguda

Site: A.G.H

DC No.	: 1477
Date	: 12/05/2022
Vehicle No.	: TS10UA9757
P.O. / W.O. No.	: 81907
P.O. / W.O. Date	: 30/03/2022

Sl. No.	PARTICULARS	Quantity
1	Regal Beige 600mm x 1200mm	37 Boxs
2	Crema Marfil 600mm x 1200mm	53 Boxs
3	Urbanwood light 200mm x 1200mm	11 Boxs
4		
5		
6		
7		
8		
9		
10		
11		
12	INWARD	
13	Inward No: 5313 Dt: 13/05/22	
14	MRN No: 107175 Dt: 13/05/22	
15	Received by: Security Sign:	
16	Madi Realty (Miryalguda) LLP	
17		
18		
19		
20		101 Boxs

GSTIN :

Received the above materials in good condition.

Received by : Somesh

Stamp:

Date : 12/05/2022

For SUMMIT SALES LLP

12/05/22

Authorised Signatory

SUMMIT SALES LLP
IN WARD
No: 81026
Date: 6/7/22
Sign:
R.R. DIST.