PURCHASE DIVISION
Advice for approval for credit to supplier

\Date:	8/7/22	Prepared by	Manoj	Serial no.	5939
Supplier name	Modi Reality Mallapur LLP			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	9/6/22	PO/WO No.	89099	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	1009	1/7/22	32,255/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	32,255/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	109057	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:	32,255/-
Amount E – PO / WO value:	32,255/-
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	18/7/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manoj	Prabhakar			
Sign:	Manoj	APPROVED			
Date	8/7/22	11 JUL 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

P. PRABHAKAR
Sr. MANAGER PURCHASE

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.

TRANSIT INVOICE

M/s. MODI REALTY MALLAPUR LLP # 5-4-187/3 & 4, II Floor, Soham Mansion, M.G. Road, Secunderabad - 500 003. **GSTIN/UIN: 36AAEFM1459R1ZP**	Invoice No. 1009	Date: 01/7/2022
	DC No.	DC Date: 01/7/22
	Purchase Order No. 89099	P.O. Date: 9/6/22

Recipient Name: summit sales LLP | Mobile No:

Recipient Address:

GST: | PAN: | Email:

Sl. No.	Description of Goods & Services	HSN Code	GST Rate	Quantity	Rate	Amount
1	SS mortise lock	2169	18%	04	1410	6655
2	SS cylindrical lock	2165	"	02	325	767
3	door stoper	2092	"	150	63	11151
4	Fan Box's 1"	4564	"	395	17	7923
5	pvc Round Cover 3"	4803	"	350	04	1652
6	—do— 6"	4801	"	100	08	944
7	250ml solvent cement	7278	"	50	42	2478
8	500ml —do—	7279	"	05	116	684
9						
10						
11						
12						
13						
14						
				Transportation Charges		
				Hamali charges		
				CGST		9%
				SGST		9%
				Total		32255/-

INWARD
Inward No: 18243 Dt: 01/6/22
MRN No: 109057 Dt: 29/6/22
Received By: Sign:
SUMMIT SALES LLP

Amount (in words)

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 96278
Date: 6/7/22
Sign:

For M/s. Modi Realty Mallapur LLP

Authorised Signatory

E. & O.E

Subject to Hyderabad Jurisdiction.

DELIVERY CHALLAN

M/s. MODI REALTY MALLAPUR LLP

H.O. # 5-4-187/3 & 4, II Floor, Soham Mansion, M.G. Road, Secunderabad - 500 003.
Tel : 040 - 6633 5551
Site Office: Sy. No.19, Mallapur, Hyderabad - 500 076.

GST : 36AAEFM1459R1ZP

M/s Summit Sales LLP

Site:

DC No.	: 1008
Date	: 01/07/2022
Vehicle No.	: TS-08 UH 2976
P.O. / W.O. No.	: 89099
P.O. / W.O. Date	: 09/06/22

Sl. No.	PARTICULARS	Quantity
1	SS mortise lock	09 Nos
2	Cylindrical lock	02
3	Door Stoper	150
4	fan Box 1"	395
5	pvc Round cover 3"	350
6	— do — 6"	100
7	Solvent cement 250 ml	50
8	— do — 500 ml	05
9		
10		
11		
12		
13		
14		
15		
16		

INWARD
Inward No: 18243 Dt: 01/6/22
MRN No: 109057 Dt: 29/6/22
Received By: Sign:
SUMMIT SALES LLP

Received the above materials in good condition.

Received by :

Date :

Stamp:

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 8/022 Date: 6/7/22 Sign:

For M/s. Modi Realty Mallapur LLP

Authorised Signatory

Po- 89099

OUTWARD - GATE PASS

No. 9714

Date:	01/08/22		Time:		11:40	
Company:	Modi Reality Mallapur LLP					
Project/site:	Guymohan Residency (Mallapur)					
Destination:	SSLLP (Cherlapally)					
Outward No.	Vehicle type		Vehicle No		Vehicle driver	
192	J.to		TS-10 UB 3122		Sravan /	
	Material Description		Quantity	Units	Approx. rate	Amount
1	Main Door Lock		04	Nos	Ok	
2.	Round lock Sylandrial		02			
3	Door Stoper		150			
4	Fan Box's		395			
5	PVC Round Sheet 3"		350			
6.	-do- 6"		100			
7	Solvent Cement 250ml		50			
8.	-do- 500ml		05			
9						
10.						
	Total					

Charges/refund	Purpose for transfer	Other details (to be filled by Admin audit)
☐No charge	☐Return to supplier for exchange	☐Material received by inward no.________ & date ________
☐For refund from supplier MRN 109057	☐Return to supplier for refund	Details of credit note from supplier date _____ & Amount Rs. ____________/-
☐Transfer to other site/project	☐On loan to be returned	Return of material - inward no. __________ & date _______
☐Transfer to other site/ project Ok	Cost of material to be collected: ☐Collect 100% cost - new material ☐Collect 60% cost - old material ☐No charges to be collected - value deemed to be nil.	GST bills to be raised ☐ Yes ☐ No GST bill no. ____________, Amount ____________ date __________
☐Transfer to another phase of firm/company/project	☐No charges to be collected	NA
☐ No charge	☐for repairs & service	☐Material received by inward no. ________ & date________ __________
☐ Other:	Details:	Details:

Remarks.

Gate pass approved by:	Project manager	Admin in-charge	Security	
Sign: This material send to SSLLP site.			Sravan	
Received by other site on:	Inward No.	Admin sign:	Security sign.	
01/6/22	18243			
Approved by	Project accountant	Accounts manager	Admin - Audit	M D
Sign:				

Note: 1. In case of long list attach a separate signed list. 2. Approx rate & amount to be filled by site. 3. Original (white copy) to be sent with material to recipient site. Recipient must sign it and send it to Admin audit. 4. Pink copy to be sent to Admin - audit. 5. In units enter nos, kgs, sft, rft, etc. 6. Project manager / Sr. Engg and Admin in-charge from the issuing site must sign the gate pass. 7 Admin-audit to process gate pass, fill required details, make GST bills, etc and send to MD for approval once in a fortnight.

Purchase Order

 14-06-2022 17:19:24

89099
07.06.22 12:13:53

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details
Modi Realty Mallapur LLP
5-4-187/3&4, II nd floor, Soham Mansion, M.G.Road, Secunderabad-03

040-66335551

Doc No	89099	169864
Doc Date	09-06-2022	
Quote No	nil	
Quote Date	03-06-2022	
SupplyType	Supply	

Kind Attn : Ram Prasad

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST%	Amount
1	2169 - Carpentry - hardware - SS Mortise Lock - other - nos	4.00	1,410.00	0.00	18.00	6,655.20
2	2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	2.00	325.00	0.00	18.00	767.00
3	2092 - Carpentry - hardware - Door Stopper - NA - nos	150.00	63.00	0.00	18.00	11,151.00
4	4564 - Electrical - other - Fan Box - 1 In - nos	395.00	17.00	0.00	18.00	7,923.70
5	4803 - Electrical - conducting - PVC Round Cover - 3 In - nos	350.00	4.00	0.00	18.00	1,652.00
6	4801 - Electrical - conducting - PVC round cover - 6 In - Nos	100.00	8.00	0.00	18.00	944.00
7	7278 - Plumbing - PVC - Solvent Cement - 250ml - nos	50.00	42.00	0.00	18.00	2,478.00
8	7279 - Plumbing - PVC - Solvent Cement - 500ml - nos	5.00	116.00	0.00	18.00	684.40
					Total Order Value . . .	**32,255.30**

Rupees : Thirty Two Thousand Two Hundred Fifty Five and Paise Thirty Only.

Terms and Conditions :-

Specification /	Panel door with mango wood frame sft is Rs. 130+18% GST, Hardware material is Dorset
Payment Terms	After delivery and production of bill
Tax	Included in the above prices
Delivery Date	With in a day
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation	Nil
Warranty	One year on doors, 5 years on mortise lock, one year on other hardware items.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.above order is for stock repeleneshing purpose.

For ***Summit Sales LLP***

Authorised Signatory

Name : ______

Accepted the above Terms And Conditions

For ***Modi Realty Mallapur LLP***

Name : ______

Date : __/__/____

Purchase Order

 14-06-2022 17:19:24

Original / Office Copy / Purchase Div.Copy

Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Modi Realty Mallapur LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	03.06.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier	GMR(Gate pass number:9714)	Req.No.	169864
Material required before date:		ID No.	77074

No	Description	Size	Quantity	Units	Inward No	Date
1.	Maindoor Lock		4	Nos		
2.	Cylindrical Lock		2	Nos		
3.	Door stopper		150	Nos		
4.	Fab Boxes		395	Nos		
5.	PVC-Round sheet	3”	350	Nos		
6.	PVC-Round sheet	6”	100	Nos		
7.	Solvent solution	250ml	50	Nos		
8.	Solvent solution	500ml	5	Nos		

89099

Remarks: For stock replenishig purpose.

Prepared By	Vanajakshi	Approved by	
Sign.& Date	03.06.2022	Sign. & Date	APPROVED 09 JUN 2022

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