PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 13/8/22 | Prepared by | prabhakar | Serial no. | 6860 |
| Supplier name | MRMLLP. | | | HO inward no. | |
| Firm/Company | SSLLP | Project | SHLLP. | HO received date | |
| PO/WO date | 17/6/22 | PO/WO No. | 89264 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 1021 | 9/8/22 | 13,688-00 | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 13,688-00 |
| Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | |

| MRN nos.: | 110604 | 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: | 13,688-00 |
| Amount E – PO / WO value: | 13,688-00 |
| 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 | 15/8/22 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | prabhakar | | | |
| Sign: | | APPROVED P. PRABHAKAR Sr. MANAGER PURCHASE | | | |
| Date | | 13 AUG 2022 | | | |
| 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.

0388

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 (Chenapally)

Site:

| | |
|---|---|
| DC No. : | 1022 |
| Date : | 9/8/22 |
| Vehicle No. : | TS-08 UH 2978 |
| P.O. / W.O. No. : | 89264 |
| P.O. / W.O. Date : | 17/6/22 |

| Sl. No. | PARTICULARS | Quantity |
|---|---|---|
| 1 | Green Hose pipe 2" | 30 |
| 2 | ms '2' Angle 4'x4' | 128 |
| 3 | | |
| 4 | | |
| 5 | | |
| 6 | | |
| 7 | | |
| 8 | | |
| 9 | | |
| 10 | | |
| 11 | | |
| 12 | | |
| 13 | | |
| 14 | | |
| 15 | | |
| 16 | | |

INWARD
Inward No: 18242 Dt: 01/6/22
MRN No: 110604 Dt: 11/8/22
Received By: Sign:
SUMMIT SALES LLP

Received the above materials in good condition.

Received by :

Date :

Stamp:

SUMMIT SALES LLP INWARD No: 81865 Date: 11/8/22 Sign: R.R. DIST.

For M/s. Modi Realty Mallapur LLP

Authorised Signatory

TRANSIT INVOICE

| M/s. MODI REALTY MALLAPUR LLP<br># 5-4-187/3 & 4, II Floor,<br>Soham Mansion, M.G. Road,<br>Secunderabad - 500 003.<br>**GSTIN/UIN: 36AAEFM1459R1ZP** | Invoice No. 1021 | Date: |
|---|---|---|
| | DC No. 1022 | DC Date: 9/8/22 |
| | Purchase Order No. 89264 | P.O. Date: 17/6/22 |

Recipient Name: Summit sales llp | Mobile No:

Recipient Address: (Cherlapally)

GST: | PAN: | Email:

| Sl. No. | Description of Goods & Services | HSN Code | GST Rate | Quantity | Rate | Amount |
|---|---|---|---|---|---|---|
| 1 | Green Hose Pipe 2" | 7353 | 18% | 30 | 152/- | 5380 |
| 2 | MS 'L' Angle 4'x4' | 8225 | 18% | 128 | 55/- | 8307 |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |
| 11 | | | | | | |
| 12 | | | | | | |
| 13 | | | | | | |
| 14 | | | | | | |
| | | | | | Transportation Charges | |
| | | | | | Hamali charges | |
| | | | | | CGST | 9% |
| | | | | | SGST | 9% |
| | | | | | Total | 13688/- |

INWARD
Inward No: 18242 Dt: 01/6/22
MRN No: 110604 Dt: 11/8/22
Received By: Sign:
SUMMIT SALES LLP

Amount (in words)

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 97671
Date: 11/8/22
Sign:

E. & O.E

For M/s. Modi Realty Mallapur LLP

Authorised Signatory

Subject to Hyderabad Jurisdiction.

OUTWARD - GATE PASS No. 9710

| | | | |
|---|---|---|---|
| Date: | 31/05/22 | Time: | 16:30 |
| Company: | Modi Reality Mallapur | | |
| Project/site: | Gurmohan Residency Mallapur | | |
| Destination: | SS LLP Cherlapally | | |
| Outward No. | Vehicle type | Vehicle No | Vehicle driver |
| 188 | Tractor | AP-36 X 8984 | Mahesh / P. Mahesh |

| | Material Description | Quantity | Units | Approx. rate | Amount |
|---|---|---|---|---|---|
| 1 | Oamega motor | 02 | nos | Diwatering 750 Lter | |
| 2. | pvc pipe HDPE 3" | 01 (02) | Bundl. | | |
| 3 | Grills Z Angle 4X4 | 08 | nos | | |
| 4 | Al Door Frames Old | 04 | " | old | |
| 5 | | | | | |
| 6. | | | | | |
| 7 | | | | | |
| 8. | | | | | |
| 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 ok | ☐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. this material send to SS LLP.

| Gate pass approved by | Project manager | Admin in-charge | Security | |
|---|---|---|---|---|
| Sign: | [signature] | | Laxman | |
| Received by other site on: | Inward No. | Admin sign: | Security sign. | |
| 01/6/22 | 18242 | | | |
| Approved by | Project accountant | Accounts manager | Admin - Audit | MD |
| 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

Page(s) 1 Of 1 22-07-2022 16:15:35

89264
07.06.22 12:13:54

Copy

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<br>5-4-187/3&4, II nd floor, Soham Mansion, M.G.Road, Secunderabad-03 | **Doc No** | 89264 | 169863 |
| | **Doc Date** | 17-06-2022 | |
| | **Quote No** | NIL | |
| **GSTIN** 36AAEFM1459R1ZP | **Quote Date** | 03-06-2022 | |
| 040-66335551 | **SupplyType** | Supply | |

**Kind Attn : Ram Prasad**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 7353 - Plumbing - other - Green Hose pipe - Other - Mtrs 2" | 30.00 | 152.00 | 0.00 | 18.00 | 5,380.80 |
| 2 | 8225 - Steel - other - Ms Z Angle Templates - 4 ft X 4 ft - Rft | 128.00 | 55.00 | 0.00 | 18.00 | 8,307.20 |
| | **Total Order Value . . .** | | | | | **13,688.00** |

Rupees : Thirteen Thousand Six Hundred Eighty Eight 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 Working Day. |
| **Delivery Location** | Summit Housing LLP<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>Phone. 9618244433, Hamendra |
| **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.For stock replenishing purpose. |
| **Completion Date** | NA |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | |

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Modi Realty Mallapur LLP***

Name : ______________

Name : ______________

Date : __/__/____

Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | SSLLP | Date: | 03.06.2022 |
| Site & Phase : | SHLLP | Time: | 10:57 |
| Supplier | GMR(Gate pass number:9710) | Req.No. | 169863 |
| Material required before date: | | ID No. | |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1. | Damaged motor D watering | 750 S/W | 2 | Nos | | |
| 2. | Green Hose Pipe | 2" | 1 | Bundle | | |
| 3. | Z Angle | 4'x4' | 8 | Nos | | |
| 4. | Aluminium Door frames (old) | 4'x4' | 4 | Nos | | |

Remarks: For stock replenishig purpose.

| | | | |
|---|---|---|---|
| Prepared By | Vanajakshi | Approved by | |
| Sign.& Date | 03.06.2022 | Sign. & Date | |

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

APPROVED
10 JUL 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE