(6)

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	3/9/22	Prepared by	Vanajakshi	Serial no.	**7869**
Supplier name	Summit Sales Llp			HO inward no.	
Firm/Company	Mehta & Modi Realty Lockwell Llp	Project	GHT	HO received date	
PO/WO date	27/8/22	PO/WO No.	91378	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	25473	29/8/22	1,233.10/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No
5.				

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,233.10/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:		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:	1,233.10/-
Amount E – PO / WO value:	1,233.10/-
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	12/9/22
Remarks:	- final bill -

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	Vanaja				
Date	3/9/22				
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		
Mehta & Modi Realty Kowkur LLP	Invoice No.	25473
Sy No. 196, Kowkur, Hyderabad, 500010	Invoice Date.	29-08-2022
	PO No.	91378
	PO Date.	27-08-2022
	Req ID	79239
GSTIN : 36ABLFM7631F1Z3 PAN ABLFM7631F	Req Date	26-08-2022
	Loc Req No	142168

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	730400 - STAT-Stationary - Pen-Blue color-Cello	960899	50	3.50	175.00	18	31.50
2	931900 - CONS-Consumables - Dust Pan-PVC- - - -	32969099	5	35.00	175.00	18	31.50
3	908700 - STAT-Stationary - Stapler-SMALL-- - - -	84729010	2	36.50	73.00	18	13.14
4	880000 - STAT-Stationary - Gum-- - 150ml - Nos	13019013	5	40.00	200.00	18	36.00
5	874600 - STAT-Stationary - Calculator-- - - - Nos	84703000	1	158.00	158.00	18	28.44
6	722700 - CONS-Consumables - Air Freshner-- - - -	96161010	3	88.00	264.00	18	47.52
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	1,045.00	188.10
	94.05	94.05	Total Invoice Amount	1,233.10	

Rupees : One Thousand Two Hundred Thirty Three and Paise Ten Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 98933 Date: 29/8/22 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 27-08-2022 15:18:11 O

91378
17.08.22 12:59:51

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-5000(
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Summit Sales LLP	**Doc No**	91378	142168
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	27-08-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	26-08-2022	
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	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	50.00	3.50	0.00	18.00	206.50
2	931900 - CONS-Consumables - Dust Pan-PVC- - - - Nos	5.00	35.00	0.00	18.00	206.50
3	908700 - STAT-Stationary - Stapler-SMALL-- - - - Nos	2.00	36.50	0.00	18.00	86.14
4	880000 - STAT-Stationary - Gum-- - 150ml - Nos	5.00	40.00	0.00	18.00	236.00
5	874600 - STAT-Stationary - Calculator-- - - - Nos	1.00	158.00	0.00	18.00	186.44
6	722700 - CONS-Consumables - Air Freshner-- - - - Nos	3.00	88.00	0.00	18.00	311.52
				Total Order Value . . .		**1,233.10**

Rupees : One Thousand Two Hundred Thirty Three and Paise Ten Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
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 office work purpose.
Completion Date	NA
Measurment	NA
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 ***Mehta & Modi Realty Kowkur LLP***

Authorised Signatory

Name : Venu 27/8

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______

Date : __/__/____

Requisition Form						
Company Name:	Mehta & Modi Realty Kowkur LLP	Date:	26-08-2022			
Site & Phase :	GHT	Time:	11:01			
Flat/Block no.						
Supplier:		Req. No.	142168			
Material required before date:	27-08-2022	ID No.	79239			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	STAT7304-Stationary-Pen-Blue color-Cello Fine grip--Nos	50	0	50		
2	CONS9319-Consumables-Dust Pan-PVC---Nos	5	0	5		
3	STAT9087-Stationary-Stapler-SMALL----Nos 91378	2	0	2		
4	STAT8800-Stationary-Gum---150ml-Nos	5	0	5		
5	STAT8746-Stationary-Calculator----Nos	1	0	1		
6	CONS7227-Consumables-Air Freshner----Nos	3	3	3		
7						
8						
9						
10						
Remarks:	GHT site office work purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	D Devi					
Approved By:	A Suresh					
Sign & Date:	26-08-2022					

APPROVED
29 AUG 2022
P. VENKATESHWARLU
MANAGER PURCHASE

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

1 of 1 29-08-2022

Customer Details		
Mehta & Modi Realty Kowkur LLP	DC No	21739
Sy No 196, Kowkur, Hyderabad, 500010	DC Date	29-08-2022
	PO No.	91378
	PO Date	27-08-2022
	Req ID	79239
GSTIN : 36ABLFM7631F1Z3	Req Date	26-08-2022
	Loc Req No	142168

	Description of Goods	HSN/SAC	Qty
1	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	960899	50
2	931900 - CONS-Consumables - Dust Pan-PVC- - - - Nos	39269099	5
3	908700 - STAT-Stationary - Stapler-SMALL-- - - - Nos	84729010	2
4	880000 - STAT-Stationary - Gum-- - 150ml - Nos	13019013	5
5	874600 - STAT-Stationary - Calculator-- - - - Nos	84703000	1
6	722700 - CONS-Consumables - Air Freshner-- - - - Nos	96161010	3
7			
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21			
22	INWARD		
23	Inward No 13027 Dt: 29/08/22		
24	MRN No: 111231 Dt: 30/08/22		
25	Received By: Sign:		
26			
27	MEHTA & MODI REALTY KOWKUR LLP		
28	17:17		
29			
30			

for Summit Sales LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 82399
Date: 2/9/22
Sign:

Authorised signatory

Subject to Hyderabad Jurisdiction