

PURCHASE DIVISION
Advice for approval for credit to supplier

②

| | | | | | | |
|--|------------------|------------------|---|---|---|-------------|
| Date: | | 20/9/22 | Prepared by | Kavitha | Serial no. | 8630 |
| Supplier name | | Summit Sales LP | | | HO inward no. | |
| Firm/Company | | MRLUP | Project | GMR | HO received date | |
| PO/WO date | | 18/8/22 | PO/WO No. | 91085 | Scan ID. | |
| Sl no. | Bill no. | Bill date | Bill amount | Original attached | | |
| 1. | 25801 | 15/9/22 | 50,1787/- | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | |
| 2. | | | / | <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| 3. | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| 4. | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| Amount A – Bills total (Excluding Transport & Hamali Charges): | | | | | 50,1787/- | |
| Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report | | | | | | |
| MRN nos.: | 111757 | | | Proof of delivery matches MRN | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Amount B –Other Credits : Transportation charges | | | | | - | |
| Amount C –Other Debits : | | | | | - | |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | | | | | 50,1787/- | |
| Amount E – PO / WO value: | | | | | 50,1787/- | |
| Amount F – Difference (A – E): | | | | | - | |
| Quantity received as per PO /WO | | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received | | | |
| Close PO / WO | | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other | | | |
| Payment – due date | | | 26/9/22 | | | |
| Remarks: | | | | | | |
| | | | | | | |
| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager | |
| Name: | Kavitha Basappa | | | | | |
| Sign: | 20/9/22 | | | | | |
| Date | 20/9/22 | | | | | |
| 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.

8630

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

1 of 1 :

| Customer Details | | | | Invoice No. | 25801 | | |
|--|---|----------|----------|----------------------|------------|------|----------|
| Modi Reality Mallapur LLP | | | | Invoice Date. | 15-09-2022 | | |
| Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076 | | | | PO No. | 91085 | | |
| GSTIN : 36AAEFM1459R1ZP | | | | PO Date. | 18-08-2022 | | |
| PAN AAEFM1459R | | | | Req ID | 78916 | | |
| | | | | Req Date | 16-08-2022 | | |
| | | | | Loc Req No | 193654 | | |
| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
| 1 | 154300 - PLUM-Plumbing - CPVC-Pipe-- - 40mm - | 39174000 | 15 | 822.00 | 12,330.00 | 18 | 2,219.40 |
| 2 | 460200 - PLUM-Plumbing - CPVC-Coupling-- | 39174000 | 20 | 60.00 | 1,200.00 | 18 | 216.00 |
| 3 | 778000 - PLUM-Plumbing - CPVC-Pipe-- - 32mm - | 39174000 | 40 | 587.00 | 23,480.00 | 18 | 4,226.40 |
| 4 | 157200 - PLUM-Plumbing - CPVC-Coupling-- - | 39174000 | 40 | 35.00 | 1,400.00 | 18 | 252.00 |
| 5 | 824400 - PLUM-Plumbing - CPVC-Plain elbow-- - | 39174000 | 30 | 55.00 | 1,650.00 | 18 | 297.00 |
| 6 | 259900 - PLUM-Plumbing - CPVC-Solution-- - | 39174000 | 10 | 298.00 | 2,980.00 | 18 | 536.40 |
| 7 | | | | | | | |
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| 14 | | | | | | | |
| 15 | | | | | | | |
| | IGST | CGST | SGST | Total Taxable Amount | 43,040.00 | | 7,747.20 |
| | | 3,873.60 | 3,873.60 | Total Invoice Amount | 50,787.20 | | |

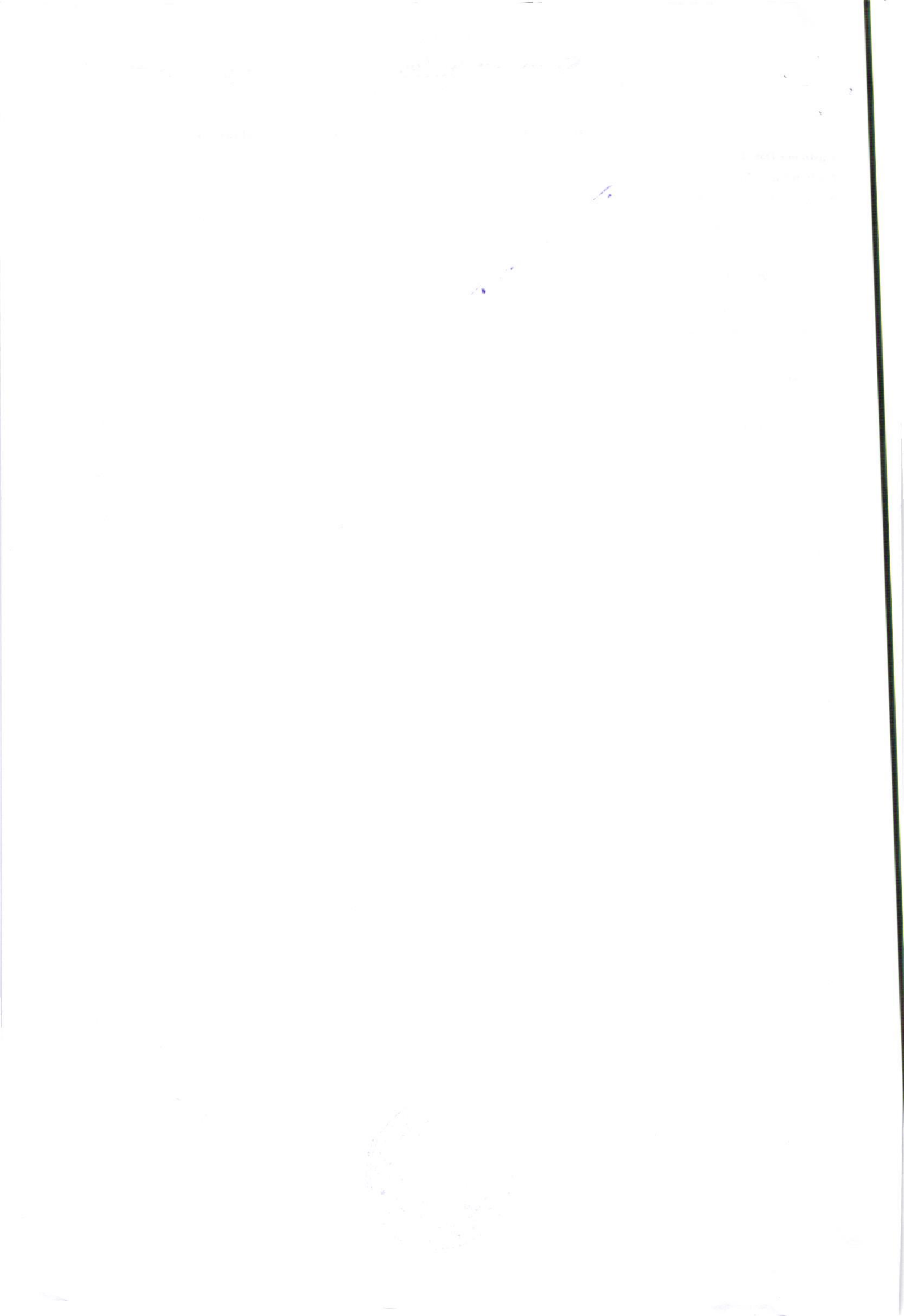
Rupees : Fifty Thousand Seven Hundred Eighty Seven and Paise Twenty Only.



for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

19-08-2022 12:45:54 PM

91085
17.08.22 12:41:53

Copy

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details

Summit Sales LLP
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

| | | |
|------------|------------|--------|
| Doc No | 91085 | 193654 |
| Doc Date | 18-08-2022 | |
| Quote No | Nil | |
| Quote Date | 18-08-2022 | |
| SupplyType | Supply | |

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

| Item Name | Qty | Rate | Dis% | GST | Amount |
|--|-------|--------|------|-------|------------------|
| 1 154300 - PLUM-Plumbing - CPVC-Pipe-- - 40mm - Lengths | 15.00 | 822.00 | 0.00 | 18.00 | 14,549.40 |
| 2 460200 - PLUM-Plumbing - CPVC-Coupling-- - 40mm - Nos | 20.00 | 60.00 | 0.00 | 18.00 | 1,416.00 |
| 3 778000 - PLUM-Plumbing - CPVC-Pipe-- - 32mm - Lengths | 40.00 | 587.00 | 0.00 | 18.00 | 27,706.40 |
| 4 157200 - PLUM-Plumbing - CPVC-Coupling-- - 32mm - Nos | 40.00 | 35.00 | 0.00 | 18.00 | 1,652.00 |
| 5 824400 - PLUM-Plumbing - CPVC-Plain elbow-- - 32mm - Nos | 30.00 | 55.00 | 0.00 | 18.00 | 1,947.00 |
| 6 259900 - PLUM-Plumbing - CPVC-Solution-- - 500gms - Nos | 10.00 | 298.00 | 0.00 | 18.00 | 3,516.40 |
| Total Order Value . . . | | | | | 50,787.20 |

Rupees : Fifty Thousand Seven Hundred Eighty Seven and Paise Twenty Only.

Terms and Conditions :-

Specification / All items shall be of Sudhakar brand/company

Payment Terms After Delivery & Production of bill

Tax All taxes included in above price.

Delivery Date Next Working Day.

Delivery Location Gulmohar Residency

Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge

Phone. Contact: Security _____, Admin 9502211011

Penalty 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 F-Block Bore water,manjeera water ,flushing water work line work Purpose.

Completion Date NA

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 invoice must be sent to HO Office or Purchase site office.Proof of delivery/DC can be sent by email.

For **Modi Reality Mallapur LLP**

Accepted the above Terms And Conditions

Authorised Signatory

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ___/___/___



FOR MDS APPROVAL

- High Value/quantity beyond limits.
- Po/Req. processed-post approval.
- Approval for technical details/clarification.
- Replenishing SLLP stock
- Other

THE WIDE WORLD
OF THE
FUTURE

Purchase Order

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details

Summit Sales LLP
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

| | | |
|-------------------|------------|--------|
| Doc No | 91085 | 193654 |
| Doc Date | 18-08-2022 | |
| Quote No | Nil | |
| Quote Date | 18-08-2022 | |
| SupplyType | Supply | |

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

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| 2 460200 - PLUM-Plumbing - CPVC-Coupling-- - 40mm - Nos | 20.00 | 60.00 | 0.00 | 18.00 | 1,416.00 |
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Rupees : Fifty Thousand Seven Hundred Eighty Seven and Paise Twenty Only.

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Payment Terms After Delivery & Production of bill

Tax All taxes included in above price.

Delivery Date Next Working Day.

Delivery Location Gulmohar Residency
Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge
Phone. Contact: Security _____, Admin 9502211011

Penalty 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 F-Block Bore water,manjeera water ,flushing water work line work Purpose.

Completion Date NA

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 invoice must be sent to HO Office or Purchase site office.Proof of delivery/DC can be sent by email.

For **Modi Reality Mallapur LLP**

Accepted the above Terms And Conditions

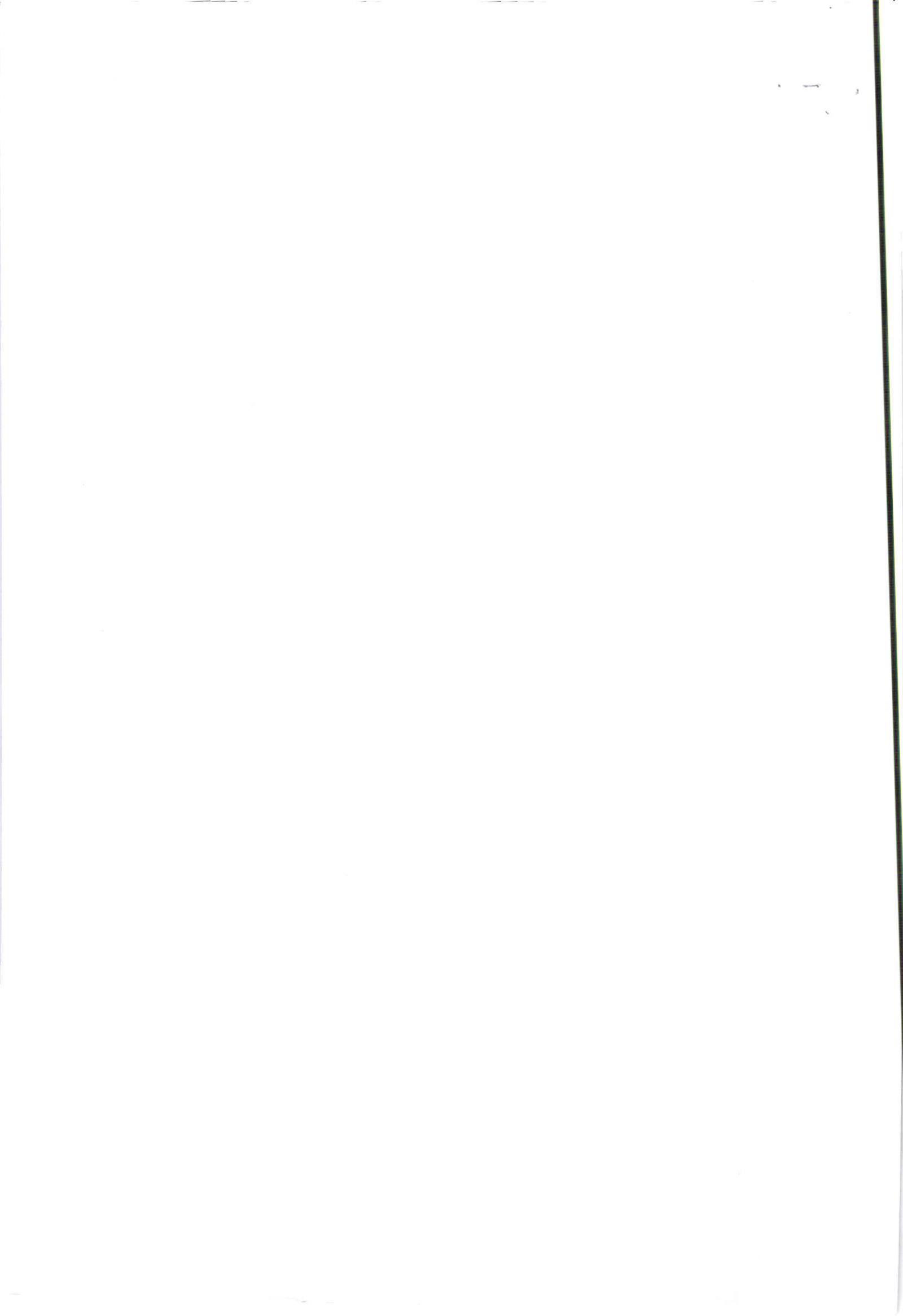
Authorised Signatory

For **Summit Sales LLP**

Name : 

Name : _____

Date : __/__/__



Requisition Form

| | | | |
|--------------------------------|--|--------------|-----------------------|
| Company Name: | MRLLP | Date: | 16.08.2022 |
| Site & Phase : | Gulmohar Residency | Time: | |
| Flat/Block no. | F-BLOCK Bore water ,manjerra water , flushing water line. | Req. No. | 193654 |
| Supplier: | | ID No. | 78916 |
| Material required before date: | 18.08.2022 | Qty required | Qty available at site |
| S No | Item | Order Qty | Inward No |
| 1 | PLUM1543-Plumbing-CPVC-Pipe---40MM-Lengths | 15 | 15 |
| 2 | PLUM4602-Plumbing-CPVC-Coupling---40MM-Nos | 20 | 20 |
| 3 | PLUM7780-Plumbing-CPVC-Pipe---32MM-Lengths | 40 | 40 |
| 4 | PLUM1572-Plumbing-CPVC-Coupling---32MM-Nos | 40 | 40 |
| 5 | PLUM8244-Plumbing-CPVC-Plain elbow---32MM-Nos | 30 | 30 |
| 6 | PLUM2599-Plumbing-CPVC-Solution---500gms-Nos | 10 | 10 |
| 7 | | | |
| 8 | | | |
| 9 | | | |
| 10 | | | |
| Remarks: | F-BLOCK Bore water ,manjerra water , flushing water work line work purpose | | |

9102X

Project Manager
 Ram Prasad
 16 AUG 2022

APPROVED
 16 AUG 2022
 P. PRABHAKAR
 Sr. Manager / Purchasing

MD

Engineer
 K. Srikanth

Prepared By:
 Approved By:
 Sign & Date:

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy reconciliation of accounts.

In the second section, the author outlines the steps for conducting a regular audit. This involves comparing the recorded amounts with the actual bank statements and receipts. Any discrepancies should be investigated immediately to prevent errors from accumulating.

The third part of the document provides a detailed breakdown of the monthly expenses. It lists various categories such as utilities, groceries, and transportation, along with the corresponding amounts. This helps in identifying areas where costs can be reduced.

Finally, the document concludes with a summary of the total income and expenses for the period. It highlights the need for a balanced budget and the importance of saving for future needs.

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 : 15-09-2022

Customer Details

Modi Reality Mallapur LLP
 Sy No. 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge, 500076

| | |
|------------|------------|
| DC No. | 22009 |
| DC Date. | 15-09-2022 |
| PO No. | 91085 |
| PO Date. | 18-08-2022 |
| Req ID | 78916 |
| Req Date | 16-08-2022 |
| Loc Req No | 193654 |

GSTIN: 36AAEFMI459R1ZP

| | Description of Goods | HSN/SAC | Qty |
|----|--|----------|-----|
| 1 | 154300 - PLUM-Plumbing - CPVC-Pipe-- - 40mm - Lengths | 39174000 | 15 |
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INWARD
 MODI REALTY MALLAPUR LLP
 No. 9336
 Date: 15/9/22
 Sign: [Signature]

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

