PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	30/10/22	Prepared by	Deepa	Serial no.	9952
Supplier name	SSLLP			HO inward no.	
Firm/Company	MMRKLLP	Project	GHT	HO received date	
PO/WO date	26/10/22	PO/WO No.	93227	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	26591	27/10/22	1187/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,187/-
Proof of delivery by way of ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 113126	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:	1,187
Amount E – PO / WO value:	2,078/-
Amount F – Difference (A – E):	891
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	7/11/22
Remarks:	Part bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:	[signature]				
Date	30/10/22				
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

Supplies / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Mehta & Modi Realty Kowkur LLP	Invoice No.	26591
Sy No. 196, Kowkur, Hyderabad, 500010	Invoice Date.	27-10-2022
	PO No.	93227
	PO Date.	26-10-2022
	Req ID	80841
GSTIN : 36ABLFM7631F1Z3 PAN ABLFM7631F	Req Date	25-10-2022
	Loc Req No	142301

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	368900 - GENE-General Items - Sponges-- - 12pack -	39129020	20	9.00	180.00	18	32.40
2	767300 - CONS-Consumables - Detergent --Vim - - -	34022090	5	53.00	265.00	18	47.70
3	905700 - CONS-Consumables - Coconut Brooms-- -	96032900	10	16.75	167.50	0	0.00
4	371300 - CONS-Consumables - Water Bottles-- - 1	392330	5	42.00	210.00	18	37.80
5	730400 - STAT-Stationary - Pen-Blue color-Cello	960899	10	6.00	60.00	18	10.80
6	661500 - CONS-Consumables - Cleaning Cloth-- - - -	630710	10	16.75	167.50	5	8.38
7							
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15							

IGST	CGST	SGST			
			Total Taxable Amount	1,050.00	137.08
	68.54	68.54	Total Invoice Amount	1,187.08	

Rupees : One Thousand One Hundred Eighty Seven and Paise Eight Only.

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP IN WARD No.: 100709 Date: 27/10/22 Sign: R.R. DIST.

Subject to Hyderabad Jurisdiction

 C

93227

18.10.22 2:23:36

Purchase Order

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	93227 142301
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	Doc Date	26-10-2022
	Quote No	Nil
GSTIN 36ACQFS2044C1Z7	Quote Date	25-10-2022
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	368900 - GENE-General Items - Sponges-- - 12pack - Nos	20.00	9.00	0.00	18.00	212.40
2	767300 - CONS-Consumables - Detergent --Vim - - - Nos	5.00	53.00	0.00	18.00	312.70
3	905700 - CONS-Consumables - Coconut Brooms-- - - - Nos	10.00	16.75	0.00	0.00	167.50
4	371300 - CONS-Consumables - Water Bottles-- - 1 Ltr - Nos	5.00	193.00	0.00	18.00	1,138.70
5	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	10.00	6.00	0.00	18.00	70.80
6	661500 - CONS-Consumables - Cleaning Cloth-- - - - Nos	10.00	16.75	0.00	5.00	175.88
				Total Order Value . . .		**2,077.98**

Rupees : Two Thousand Seventy Seven and Paise Ninty 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 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 use purpose.
Completion Date	Nil
	Nil

DELIVERY DETAILS

	Bill No	Bill Dt.	Amount
1.			
2.	26591	27/10/22	1187
3.			
4.			
5.			

RL - 891

For *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

Venu 26/10/22

Name : ______

Contact - -

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ______

Date : _/_/__

Requisition Form						
Company Name:	Mehta & Modi Realty Kowkur LLP	Date:	25-10-2022			
Site & Phase :	GHT	Time:	17:00			
Unit No./Block No.						
Supplier:	SSLLP	Req. No.	142301			
Material required before date:	26-10-2022	ID No.	80841			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	GENE3689-General Items-Sponges---12pack-Nos	20		20		
2	CONS6917-Consumables-Dish washing liquid/soap----	5		5		
3	CONS9057-Consumables-Coconut Brooms----Nos 93227	10		10		
4	CONS3713-Consumables-Water Bottles---1 Ltr-Nos	5		5		
5	STAT7304-Stationary-Pen-Blue color-Cello Fine grip--Nos	10		10		
6	CONS6615-Consumables-Cleaning Cloth----Nos	10		10		
7						
8						
9						
10						
Remarks:	GHT site work purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Asma					
Approved By:	A SURESH					
Sign & Date:	25-10-2022					

APPROVED
25 OCT 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

Customer Details		
Mehta & Modi Realty Kowkur LLP	DC No.	22624
Sy No. 196, Kowkur, Hyderabad, 500010	DC Date.	27-10-2022
	PO No.	93227
	PO Date	26-10-2022
	Req ID	80841
GSTIN : 36ABLFM7631F1Z3	Req Date	25-10-2022
	Loc Req No	142301

	Description of Goods	HSN/SAC	Qty
1	368900 - GENE-General Items - Sponges-- - 12pack - Nos	39129020	20
2	767300 - CONS-Consumables - Detergent --Vim - - - Nos	34022090	5 ✓
3	905700 - CONS-Consumables - Coconut Brooms-- - - - Nos	96032900	10 ✓
4	371300 - CONS-Consumables - Water Bottles-- - 1 Ltr - Nos	392330	5 ✓
5	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	960899	10 ✓
6	661500 - CONS-Consumables - Cleaning Cloth-- - - - Nos	630710	10 ✓
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INWARD
Inward No: 3262 Dt: 27/10/22
MRN No: 13126 Dt: 28/10/22
Received By: Sign
MEHTA & MODI REALTY KOWKUR LLP
14:22

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
INWARD
No: 83840
Date: 30/10/22
Sign:
R.R. DIST.