PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 19-11-22 | Prepared by | Minish | Serial no. | 10664 |
| Supplier name | Summit Sales LLP | | | HO inward no. | |
| Firm/Company | Mahesh Desai & others | Project | PM Complex | HO received date | |
| PO/WO date | 15-11-22 | PO/WO No. | 94012 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 26983 | 16-11-22 | 14,496/- | ☐ Yes ☐ No |
| 2. | | | | ☐ Yes ☐ No |
| 3. | | | | ☐ Yes ☐ No |
| 4. | | | | ☐ Yes ☐ No |

| | | | |
|---|---|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | | | 14,496/- |
| Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report | | | |
| MRN nos.: | 114063 | 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: | | | 14,496/- |
| Amount E – PO / WO value: | | | 14,496/- |
| 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 | 28-11-22 | | |
| Remarks: | Final bill | | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | | | | |
| Sign: | | | | | |
| Date | | | | | |
| Approval limit | Upto 20k | Above 20k | Above 100k | Upto 20k | Above 20k |

APPROVED
19 NOV 2022
MINISH PARIKH
MANAGER PROCUREMENT

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

ORIGINAL INVOICE

# 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

**PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7**



| **Customer Details** | Invoice No. | 26983 |
|---|---|---|
| Mahesh Desai & Others | Invoice Date. | 16-11-2022 |
| PM Complex, MG Road, Secunderabad | PO No. | 94012 |
| | PO Date. | 15-11-2022 |
| | Req ID | 81471 |
| GSTIN : 36 PAN . | Req Date | 12-11-2022 |
| | Loc Req No | 198076 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 474100 - PAWP-Paints - Wall Putty- Cement --JK - 30 kg's | 32091010 | 13 | 945.00 | 12,285.00 | 18 | 2,211.30 |
| 2 | | | | | | | |
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MRN no. 1140063

| IGST | CGST | SGST | Total Taxable Amount | 12,285.00 | | 2,211.30 |
|---|---|---|---|---|---|---|
| | 1,105.65 | 1,105.65 | Total Invoice Amount | 14,496.30 | | |

Rupees : Fourteen Thousand Four Hundred Ninty Six and Paise Thirty Only.

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP IN WARD No. 10 | 427 Date 16 | 11 | 22 Sign. R.A. DIST.

Subject to Hydcrabad Jurisdiction

# Purchase Order

 16-11-2022 10:21:36

94012
15.11.22 1:41:01

From Company : **Mahesh Desai and Others**
5-4-187/3 & 4/4, I Floor, M.G.Road, Secunderabad - 500003
G S T No. :

| **Supplier Details** | | | |
|---|---|---|---|
| Summit Sales LLP<br>5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad | **Doc No** | 94012 | 198076 |
| | **Doc Date** | 15-11-2022 | |
| | **Quote No** | nil | |
| **GSTIN** 36ACQFS2044C1Z7 | **Quote Date** | 12-11-2022 | |
| 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 | 474100 - PAWP-Paints - Wall Putty- Cement --JK - 20Kgs - bags<br>*30 kg's* | 13.00 | 945.00 | 0.00 | 18.00 | 14,496.30 |
| | | | | | **Total Order Value . . .** | **14,496.30** |

Rupees : Fourteen Thousand Four Hundred Ninty Six and Paise Thirty 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** | P M Complex<br>M.G.Road, Secunderabad<br>Phone. . |
| **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 pm-complex 1st floor 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 ***Mahesh Desai and Others***

Authorised Signatory

Name : 17/11/22

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : _____

Date : __/__/____

| Requisition Form | | | | | | |
|---|---|---|---|---|---|---|
| Company Name | MAHESH DESAI & OTHERS | Date: | 2022-12-11 | | | |
| Site & Phase : | PM MODI COMPLEX | Time: | 17.10 | | | |
| Unit No./Block No. | | | | | | |
| Supplier: | | Req. No. | 198076 | | | |
| Material required before date: | URGENT | ID No. | 81471 | | | |
| S No | Item | Qty required | Qty available at site | Order Qty | Inward No | Inward Date |
| 1 | PAIN4259-Paints-Wall Putty Cement –JK-20Kgs-Bags | 15 | | 15 | | |
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| Remarks: | Material order for pm modi complex 1st floor work purpose | | | | | |
| | | | | | | |
| | Engineer | Project Manager | | Purchase | MD | |
| Prepared By: | Chand Mohammod | | | | | |
| Approved By: | | | | | | |
| Sign & Date: | 12-11-22 | | | | | |

PO 94012

APPROVED
14 NOV 2022
P. VENKATESHWARLU
MANAGER PURCHASE

APPROVED BY
12 NOV 2022
SOHAM MODI
MANAGING DIRECTOR

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** | DC No. | 22981 |
|---|---|---|
| Mahesh Desai & Others | DC Date. | 16-11-2022 |
| PM Complex, MG Road, Secunderabad | PO No. | 94012 |
| | PO Date. | 15-11-2022 |
| | Req ID | 81471 |
| GSTIN : 36 | Req Date | 12-11-2022 |
| | Loc Req No | 198076 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 474100 - PAWP-Paints - Wall Putty- Cement --JK - 20Kgs - bags | 32091010 | 13 |
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**for Summit Sales LLP**

*Authorised signatory*

Subject to Hyderabad Jurisdiction

Received material
C. Ahamma
16/11/22

SUMMIT SALES LLP
INWARD
No: 84285
Date: 17/11/22
Sign:
R.R. DIST.