

PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date: 19-11-22		Prepared by: Minish		Serial no. 10658	
Supplier name: Summit Sales LLP		HO inward no.			
Firm/Company: Mahesh Desai & others		Project: PM Complex		HO received date	
PO/WO date: 27-10-22		PO/WO No. 93294		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	26696	2-11-22	5,834/-	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			5,834/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.:	1140621	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:			5,834/-
Amount E – PO / WO value:			5,834/-
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

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.

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Estimate/Draft PO

Page(s) 1 Of 1

28-10-2022 11:06:36

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93294

18.10.22 2:23:37

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

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	93294	198063
Doc Date	27-10-2022	
Quote No	nil	
Quote Date	19-10-2022	
SupplyType	Supply	

Kind Attn : Hamendra, Prabhakar

Estimate/Draft PO for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 330100 - PAWP-Paints - Wall Putty- Cement --Birla - 20 Kg - Bags	3.00	945.00	0.00	18.00	3,345.30
2 660200 - CHEM-Chemical - Tiles Adhesive--Roff - 25Kgs - Bag	3.00	703.00	0.00	18.00	2,488.62

Total Order Value . . . 5,833.92

Rupees : Five Thousand Eight Hundred Thirty Three and Paise Ninty Two 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
M.G.Road, Secunderabad
Phone. .**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. Above order for PM-Complex 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 MDs APPROVAL**

- ☐ High Value/quantity beyond limits.
- ☐ Po/Requisition - Local approval.
- ☒ Approval - Approval of details/clarification.
- ☐ Requisitioning SOCLP back
- ☐ Other

For **Mahesh Desai and Others**

Authorised Signatory

Name : 28/10/22

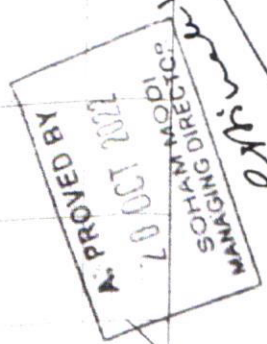
Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : ____/____/____

Requisition Form		MAHESH DESAI & OTHERS		Date:	19-10-2022		
Company Name:		PM COMPLEX		Time:	15:10		
Site & Phase:		ACE BUILDCON		Req. No.	198063		
Unit No./Block No.		URGENT		ID No.	80910		
Supplier:				Qty required	Qty available at site	Order Qty	Inward No
Material required before date:							Inward Date
S No		Item					
1		CHEM2084-Chemicals-Wall Plaster-Fine-40Kgs-Bag		10		10	
2		PAWP3301-Paints -Wall Putty- Cement -Birla-20 Kg-Bags		3		3	
3		CHEM8315-Chemicals-Wall Plaster-Course-40Kgs-Bag		6		6	
4		CHEM3736-Chemicals-Block Jointing Mortar-40Kgs-Bag		3		3	
5		CHEM6802-Chemical-Tiles Adhesive-25Kgs-Bags		3		3	
6							
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10							
Remarks:		Above materials order for pm complex.					
Prepared By:		Engineer				Purchase	MD
Approved By:		Chand Mohammed					
Sign & Date:		 19/10/22					



Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

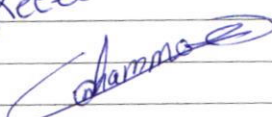
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 02-11-2022

Customer Details		DC No.	22718
Mahesh Desai & Others PM Complex, MG Road, Secunderabad GSTIN : 36		DC Date.	02-11-2022
		PO No.	93294
		PO Date.	27-10-2022
		Req ID	80910
		Req Date	19-10-2022
		Loc Req No	198063
	Description of Goods	HSN/SAC	Qty
1	330100 - PAWP-Paints - Wall Putty- Cement --Birla - 20 Kg - Bags	32091010	3
2	660200 - CHEM-Chemical - Tiles Adhesive--Roff - 25Kgs - Bag	38245090	3
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Received material




for Summit Sales LLP


 Authorized signatory

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Summit Sales LLP

1 of 1 :

TRANSIT COPY

Customer Details				Invoice No.		26696			
Mahesh Desai & Others PM Complex, MG Road, Secunderabad GSTIN : 36 PAN .				Invoice Date.		02-11-2022			
				PO No.		93294			
				PO Date.		27-10-2022			
				Req ID		80910			
				Req Date		19-10-2022			
				Loc Req No		198063			
	Description of Goods			HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	330100 - PAWP-Paints - Wall Putty- Cement --Birla			32091010	3	945.00	2,835.00	18	510.30
2	660200 - CHEM-Chemical - Tiles Adhesive--Roff -			38245090	3	703.00	2,109.00	18	379.62
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IGST		CGST		SGST		Total Taxable Amount		4,944.00	889.92
		444.96		444.96		Total Invoice Amount		5,833.92	
Rupees : Five Thousand Eight Hundred Thirty Three and Paise Ninty Two Only.									

for Summit Sales ~~LLP~~

Authorised signatory

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