PURCHASE DIVISION
Advice for approval for credit to supplier

2

Date:	26/11/22	Prepared by	Deepa	Serial no.	10951
Supplier name	SS Hp			HO inward no.	
Firm/Company	MMRK Hp	Project	GHT	HO received date	
PO/WO date	21/11/22	PO/WO No.	94158	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	27196	25/11/22	4,745/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	4,745/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	114318	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:	4,745/-
Amount E – PO / WO value:	4,745/-
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	5/12/22
Remarks:	final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		[signature]			
Sign:		APPROVED			
Date		27 NOV 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

P. VENKATESHWARLU MANAGER PURCHASE

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	Invoice No.	27196
Mehta & Modi Realty Kowkur LLP	Invoice Date.	25-11-2022
Sy No. 196, Kowkur, Hyderabad, 500010	PO No.	94158
	PO Date.	21-11-2022
	Req ID	81706
GSTIN : 36ABLFM7631F1Z3 PAN ABLFM7631F	Req Date	19-11-2022
	Loc Req No	142375

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	283000 - CONS-Consumables - Floor cleaner --Lizol	84807900	5	88.20	441.00	18	79.38
2	619600 - CONS-Consumables - Cobweb broom	96031000	5	115.00	575.00	18	103.50
3	722700 - CONS-Consumables - Air Freshner-- - - -	96161010	3	88.00	264.00	18	47.52
4	659600 - CONS-Consumables - Bombay Brooms Big	96032900	10	88.20	882.00	0	0.00
5	466300 - STAT-Stationary - Paper A4-- - - - Bundles	48025690	5	280.00	1,400.00	12	168.00
6	468000 - ELCD-Electrical - Insulation tapes-- - 20nos	85469090	40	10.00	400.00	18	72.00
7	767300 - CONS-Consumables - Detergent --Vim - - - Dish washing liquid /soap	34022090	5	53.00	265.00	18	47.70
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
IGST	CGST	SGST	Total Taxable Amount	4,227.00		518.10
	259.05	259.05	Total Invoice Amount	4,745.10		

Rupees : Four Thousand Seven Hundred Fourty Five and Paise Ten Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST. IN WARD No: 10188 Date: 25/11/22 Sign:

Authorised signatory

Purchase Order

 21-11-2022 2:01:15 PM

94158
16.11.22 2:57:25

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500...
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Summit Sales LLP	**Doc No**	94158	142375
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	21-11-2022	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	19-11-2022	
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	283000 - CONS-Consumables - Floor cleaner --Lizol - 1-lts - Nos	5.00	88.20	0.00	18.00	520.38
2	619600 - CONS-Consumables - Cobweb broom stick-- - - - Nos	5.00	115.00	0.00	18.00	678.50
3	722700 - CONS-Consumables - Air Freshner-- - - - Nos	3.00	88.00	0.00	18.00	311.52
4	659600 - CONS-Consumables - Bombay Brooms Big -- - - - Nos	10.00	88.20	0.00	0.00	882.00
5	466300 - STAT-Stationary - Paper A4-- - - - Bundles	5.00	280.00	0.00	12.00	1,568.00
6	468000 - ELCD-Electrical - Insulation tapes-- - 20nos - Boxes	40.00	10.00	0.00	18.00	472.00
7	767300 - CONS-Consumables - Detergent --Vim - - - Nos *Dish washing liquid /soap*	5.00	53.00	0.00	18.00	312.70
				Total Order Value . . .		**4,745.10**

Rupees : Four Thousand Seven Hundred Fourty Five and Paise Ten Only.

Terms and Conditions :-

Specification /	All items shall be of branded
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

For ***Mehta & Modi Realty Kowkur LLP***

Authorised Signatory

Venu 21/11/22

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Purchase Order

Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order for GHT site 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

Veenu

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form					
Company Name:	Mehta & Modi Realty Kowkur LLP	Date:	19-11-2022		
Site & Phase :	GHT	Time:	15:19		
Unit No./Block No.	B				
Supplier:		Req. No.	142375		
Material required before date:	21-11-2022	ID No.	81706		
S No	Item 94158	Qty required	Qty available at site	Order Qty Inward No	Inward Date
1	CONS5033-Consumables-Floor cleaner --Lizol-1 lts-Nos	5		5	
2	CONS4941-Consumables-Dish washing liquid/soap----Nos	5		5	
3	CONS9057-Consumables-Cobweb broom stick----Nos	5		5	
4	CONS7495-Consumables-Air Freshner----Nos	3		3	
5	CONS6564-Consumables-Bombay Brooms Big ----Nos	10		10	
6	STAT5901-Stationary-Paper A4----Bundles	5		5	
7	ELEC4374-Electrical-Insulation tapes---20nos-Boxes	2		2	
8					
9					
10					
Remarks:	GHT site work purpose.				
	Engineer	Project Manager		Purchase	MD
Prepared By:	D Devi				
Approved By:	A Suresh				
Sign & Date:	19-11-2022				

APPROVED
19 NOV 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

GSTIN/UNI: 36ACQFS2044C1Z7

Supplier / Customer / Transporter - Copy

Customer Details

Mehta & Modi Realty Kowkur LLP
Sy No. 196, Kowkur, Hyderabad, 500010

GSTIN : 36ABLFM7631F1Z3

DC No.	23168
DC Date.	25-11-2022
PO No.	93651
PO Date.	05-11-2022
Req ID	81207
Req Date	04-11-2022
Loc Req No	142340

#	Description of Goods	HSN/SAC	Qty
1	456200 - STEL-Steel - MS grills-- - 1745X1145mm - kgs	7308	8
2	6188 - Miscellaneous - Hamali charges - NA - Per Sft		138
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INWARD
Inward No: 3410 Dt: 25/11/22
MRN No: 114318 Dt: 26/11/22
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP

17:53

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP R.R. DIST.
INWARD
No. 84544
Date: 26/11/22
Sign:

Subject to Hyderabad Jurisdiction