PURCHASE DIVISION

Advice for approval for credit to supplier

E

| | | | | | |
|---|---|---|---|---|---|
| Date: | 02/12/22 | Prepared by | Deepa | Serial no. | 11075 |
| Supplier name | SSLLP | | | HO inward no. | |
| Firm/Company | MMRK LLP | Project | GHT | HO received date | |
| PO/WO date | 21/11/22 | PO/WO No. | 94160 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 27209 | 26/11/22 | 13,057/- | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 13,057/- |
| Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | |
| MRN nos.: 114341 — 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: | 13,057/- |
| Amount E – PO / WO value: | 13,057/- |
| 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: | | | | | |
| 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.

TAX INVOICE

# Summit Sales LLP

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

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

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



| Customer Details | | |
|---|---|---|
| Mehta & Modi Realty Kowkur LLP | Invoice No. | 27209 |
| Sy No. 196, Kowkur, Hyderabad, 500010 | Invoice Date. | 26-11-2022 |
| | PO No. | 94160 |
| | PO Date. | 21-11-2022 |
| | Req ID | 81705 |
| GSTIN : 36ABLFM7631F1Z3 PAN ABLFM7631F | Req Date | 19-11-2022 |
| | Loc Req No | 142377 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 474600 - CHEM-Chemical - Araldite-- - 450gms - | 39174000 | 10 | 630.00 | 6,300.00 | 18 | 1,134.00 |
| 2 | 660200 - CHEM-Chemical - Tiles Adhesive--Roff - | 38245090 | 5 | 703.00 | 3,515.00 | 18 | 632.70 |
| 3 | 451000 - GENE-General Items - GI Buckets-- - - - | 732690 | 10 | 125.00 | 1,250.00 | 18 | 225.00 |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| 11 | | | | | | | |
| 12 | | | | | | | |
| 13 | | | | | | | |
| 14 | | | | | | | |
| 15 | | | | | | | |

| IGST | CGST | SGST | Total Taxable Amount | 11,065.00 | 1,991.70 |
|---|---|---|---|---|---|
| | 995.85 | 995.85 | Total Invoice Amount | 13,056.70 | |

Rupees : Thirteen Thousand Fifty Six and Paise Seventy Only.

**for Summit Sales LLP**

*Authorised signatory*

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 10191
Date: 26/11/22
Sign:
R.R. DIST.

# Purchase Order

 21-11-2022 2:01:15 PM Ori

94160
16.11.22 2:59:08

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** | 94160 | 142377 |
| 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 | 474600 - CHEM-Chemical - Araldite-- - 450gms - Nos | 10.00 | 630.00 | 0.00 | 18.00 | 7,434.00 |
| 2 | 660200 - CHEM-Chemical - Tiles Adhesive--Roff - 25Kgs - Bag | 5.00 | 703.00 | 0.00 | 18.00 | 4,147.70 |
| 3 | 451000 - GENE-General Items - GI Buckets-- - - - Nos | 10.00 | 125.00 | 0.00 | 18.00 | 1,475.00 |
| | | | | | **Total Order Value . . .** | **13,056.70** |

Rupees : Thirteen Thousand Fifty Six and Paise Seventy 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<br>Sy no: 196, Kowkur.<br>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 GHT site use 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

Venuy 21/11/22

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

| | | | |
|---|---|---|---|
| Requisition Form | | Date: | 19-11-2022 |
| Company Name: | Mehta & Modi Realty Kowkur LLP | Time: | 15:53 |
| Site & Phase : | GHT | Req. No. | 142377 |
| Unit No./Block No. | B 21-10-2022 | ID No. | 81705 |
| Supplier: | 94160 | | |
| Material required before date: | | | |

| S No | Item | Qty required | Qty available at site | Order Qty | Inward No | Inward Date |
|---|---|---|---|---|---|---|
| 1 | CHEM2311-Chemical-Araldite---450gms-Nos | 10 | | 10 | | |
| 2 | CHEM5170-Chemical-Tiles Adhesive---25Kgs-Bags | 5 | | 5 | | |
| 3 | GENE2337-General Items-GI Buckets----Nos ₹510 | 10 | | 10 | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
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|---|---|---|---|---|
| Remarks: | GHT site work purpose | Project Manager | Purchase | MD |
| | Engineer | | | |
| Prepared By: | D Devi | 19-11-2022 | | |
| Approved By: | A Suresh | | | |
| Sign & Date: | | | | |

APPROVED
19 NOV 2022
P. VENKATESHWARLU
MANAGER PURCHASE