PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:	22/12/22	Prepared by	Deepa	Serial no.	11910
Supplier name	SSHP			HO inward no.	
Firm/Company	MMRK-HP	Project	GHT	HO received date	
PO/WO date	7/12/22	PO/WO No.	94779	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	27707	19/12/22	3937/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3937/
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	115217	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:	3,937/-
Amount E – PO / WO value:	10,261/-
Amount F – Difference (A – E):	6,324/-
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	26/12/22
Remarks:	final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:	[signature]				
Date	22/12/22				
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

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		
Mehta & Modi Realty Kowkur LLP	Invoice No.	27707
Sy No. 196, Kowkur, Hyderabad, 500010	Invoice Date.	19-12-2022
	PO No.	94779
	PO Date.	07-12-2022
	Req ID	82207
GSTIN : 36ABLFM7631F1Z3 PAN ABLFM7631F	Req Date	06-12-2022
	Loc Req No	142436

	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	243300 - CONS-Consumables - Plastic Bucket-with		5	231.00	1,155.00	0	0.00
3	670300 - CONS-Consumables - Colin 500 ml-- - - -	84807900	7	84.00	588.00	18	105.84
4	466300 - STAT-Stationary - Paper A4-- - - - Bundles	48025690	5	280.00	1,400.00	12	168.00
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IGST	CGST	SGST			
	176.61	176.61	Total Taxable Amount	3,584.00	353.22
			Total Invoice Amount	3,937.22	

Rupees : Three Thousand Nine Hundred Thirty Seven and Paise Twenty Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 102870
Date: 19/12/22
Sign:
R.R. DIST.

Purchase Order

 07-12-2022 12:58:05 PM

94779
29.11.22 5:48:27

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

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	94779	142436
Doc Date	07-12-2022	
Quote No	Nil	
Quote Date	06-12-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	371300 - CONS-Consumables - Water Bottles-- - 1 Ltr - Nos	5.00	42.00	0.00	18.00	247.80
2	935700 - GENE-General Items - Helmets Labour Male-- - - - Nos	20.00	58.00	0.00	18.00	1,368.80
3	283000 - CONS-Consumables - Floor cleaner --Lizol - 1-lts - Nos	10.00	88.20	0.00	18.00	1,040.76
4	243300 - CONS-Consumables - Plastic Bucket-with mug-White- - - - Nos	10.00	231.00	0.00	0.00	2,310.00
5	670300 - CONS-Consumables - Colin 500 ml-- - - - Nos	10.00	84.00	0.00	18.00	991.20
6	522200 - STAT-Stationary - Scribling Pads-- - - - Nos	5.00	15.00	0.00	18.00	88.50
7	466300 - STAT-Stationary - Paper A4-- - - - Bundles	10.00	280.00	0.00	12.00	3,136.00
8	162400 - CONS-Consumables - Keychain+rings-- - - - Nos	50.00	5.00	0.00	18.00	295.00
9	468000 - ELCD-Electrical - Insulation tapes-- - 20nos - Boxes	40.00	10.00	0.00	18.00	472.00
10	722700 - CONS-Consumables - Air Freshner-- - - - Nos	3.00	88.00	0.00	18.00	311.52
				Total Order Value . . .		**10,261.58**

Rupees : Ten Thousand Two Hundred Sixty One and Paise Fifty Eight 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	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
Penality For Delay	Nil

Transport cost shall be borne by us.

PART DELIV

S.no.	Bill no.		
1.	27457	8/12/22	6,324/-
2.	27707	19/12/22	3,937/-
3.			
4.			

For *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name :

Date : __/__/____

Purchase Order

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Original / Office Copy / Purchase Div.Copy

Transportation	
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.For site office use purpose.Above material required for 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

Name : Vum

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form						
Company Name:	Mehta & Modi Realty Kowkur LLP	Date:	06-12-2022			
Site & Phase :	GHT	Time:	12:52			
Unit No./Block No.	A & B					
Supplier:		Req. No.	142436			
Material required before date:	07-12-2022	ID No.	82207			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS3713-Consumables-Water Bottles---1 Ltr-Nos	5		5		
2	GENE9357-General Items-Helmets Labour Male----Nos	20		20		
3	CONS2830-Consumables-Floor cleaner --Lizol-1-lts-Nos	10		10		
4	CONS2433-Consumables-Plastic Bucket-with mug-White---Nos	10		10		
5	CONS6703-Consumables-Colin 500 ml----Nos 964779	10		10		
6	STAT5222-Stationary-Scribling Pads----Nos	5		5		
7	STAT4663-Stationary-Paper A4----Bundles	10		10		
8	CONS1624-Consumables-Keychain+rings----Nos	50		50		
9	ELEC4680-Electrical-Insulation tapes---20nos-Boxes	2		2		
10	CONS7227-Consumables-Air Freshner----Nos	3		3		
Remarks:	GHT Site Work Purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	D Devi					
Approved By:	A Suresh					
Sign & Date:	06-12-2022					

APPROVED
07 DEC 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	DC No.	23607
Mehta & Modi Realty Kowkur LLP	DC Date.	19-12-2022
Sy No. 196, Kowkur, Hyderabad, 500010	PO No.	94779
	PO Date.	07-12-2022
	Req ID	82207
	Req Date	06-12-2022
GSTIN : 36ABLFM7631F1Z3	Loc Req No	142436

	Description of Goods	HSN/SAC	Qty
1	283000 - CONS-Consumables - Floor cleaner --Lizol - 1-lts - Nos	84807900	5
2	243300 - CONS-Consumables - Plastic Bucket-with mug-White- - - - Nos		5
3	670300 - CONS-Consumables - Colin 500 ml- - - - - Nos	84807900	7
4	466300 - STAT-Stationary - Paper A4- - - - - Bundles	48025690	5
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INWARD
Inward No: 13588 Dt: 19/12/22
MRN No: 115217 Dt: 20/12/22
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 8155
Date: 21/12/22
Sign: