

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 28/12/22		Prepared by: K. Mounika		Serial no. 12212	
Supplier name: SCLP				HO inward no.	
Firm/Company: SCLP		Project: Seene farm		HO received date	
PO/WO date: 25/11/22		PO/WO No. 94355		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	27868	26/12/22	1,440/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				1,440/-	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	115523		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:				1,440	
Amount E – PO / WO value:				1,440	
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		02/01/2023			
Remarks: final Bill					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	K. Mounika	V. Venkateshwarlu			
Sign:	<i>[Signature]</i>	<i>[Signature]</i>			
Date	28/12/22	APPROVED 28 DEC 2022 P. VENKATESHWARLU MANAGER PURCHASE			
Approval limit	Upto 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.

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

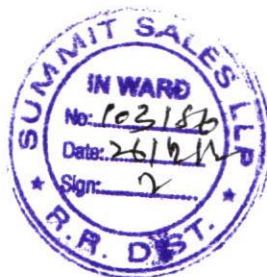
1 of 1

Customer Details				Invoice No.		27868	
Serene Constructions LLP Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict, 501203 GSTIN : 36ACVFS7909P1ZV							

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

25-11-2022 10:11:19 AM

/ / Purchase Div.Copy

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 00
G S T No. : 36ACVFS7909P1ZV



94355
16.11.22 3:26:22

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	94355	150656
Doc Date	25-11-2022	
Quote No	nil	
Quote Date	24-11-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 466300 - STAT-Stationary - Paper A4-- - - Bundles	4.00	280.00	0.00	12.00	1,254.40
2 874600 - STAT-Stationary - Calculator-- - - Nos	1.00	158.00	0.00	18.00	186.44
Total Order Value . . .					1,440.84

Rupees : One Thousand Four Hundred Fourty and Paise Eighty Four 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 Serene Farms
Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503
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 seren site office 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 **Serene Constructions LLP**

Authorised Signatory

Name : _____

Name : _____

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Date : __/__/__

Requisition Form

Company Name: SERENE CONSTRUCTION LLP
Site & Phase: SERENE FARMS
Unit No Block No.

Date: 24-11-2022
Time: 12:00

Supplier:

Material required before date:

Req. No. 150656
ID No. 81859

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	STAT9359-Stationary-Delivery Challan Booklet---Nos	1	1	1		
2	STAT9137-Stationary-Invoice Booklet---Nos	1	1	1		
3	STAT5901-Stationary-Paper A4---Bundles	4	4	4		
4	STAT2503-Stationary-Calculator---Nos	1	1	1		
5						
6						
7						
8						
9						
10						

Remarks:

Engineer

Prepared By: CHANDRASHEKARREDDY

Approved By: CHANDRASHEKARREDDY

Sign & Date:

Ch. CS Reddy / 24/11/2022

Project Manager

Ch. Chandra

Purchase

MD

APPROVED

24 NOV 2022

P. VENKATESHWARLU
MANAGER PURCHASE

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 - 26-12-2022

Customer Details

Serene Constructions LLP

Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict, 501203

GSTIN : 36ACVFS7909P1ZV

DC No.	23748
DC Date.	26-12-2022
PO No.	94355
PO Date.	25-11-2022
Req ID	81859
Req Date	24-11-2022
Loc Req No	150656

Description of Goods

HSN/SAC	Qty
48025690	4
84703000	1

1 466300 - STAT-Stationary - Paper A4- - - Bundles

2 874600 - STAT-Stationary - Calculator- - - Nos

INWARD

Inward No: 289

Dt: 26/12/22

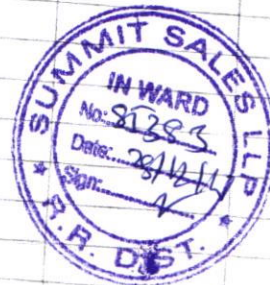
MRN No: 115523

Dt: 27/12/22

Received By: Security

Sign: C. T. Wary

Serene Construction (Hyd) LLP



for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction