PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	03/01/23	Prepared by	Ashajyothi	Serial no.	12595
Supplier name	SSLLP			HO inward no.	
Firm/Company	Maheshdesai	Project	PM complex	HO received date	
PO/WO date	16/12/22	PO/WO No.	95095	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	27689	19/12/22	1,605/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,605/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 115757	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:	1,605/-
Amount E – PO / WO value:	1,605/-
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	09/01/23
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ashajyothi				
Sign:	Asha				
Date	3/01/23				
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

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		
Mahesh Desai & Others	Invoice No.	27689
PM Complex, MG Road, Secunderabad	Invoice Date.	19-12-2022
	PO No.	95095
	PO Date.	16-12-2022
	Req ID	82510
GSTIN : 36 PAN .	Req Date	15-12-2022
	Loc Req No	198114

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	661500 - CONS-Consumables - Cleaning Cloth-- - - -	630710	20	16.75	335.00	5	16.76
2	368900 - GENE-General Items - Sponges-- - 12pack -	39129020	48	9.00	432.00	18	77.76
3	471700 - CONS-Consumables - Acid-- - 1Ltr - Nos	281119	10	21.00	210.00	18	37.80
4	668900 - CONS-Consumables - Wiper-- - - - Nos	15042030	4	105.00	420.00	18	75.60
5							
6							
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15							

IGST	CGST	SGST				
			Total Taxable Amount	1,397.00		207.92
	103.96	103.96	Total Invoice Amount	1,604.91		

Rupees : One Thousand Six Hundred Four and Paise Ninty One Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 102844
Date: 19/12/22
Sign: 2

Purchase Order

 16-12-2022 12:07:38

95095
13.12.22 4:21:44

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	**Doc No**	95095	198114
	Doc Date	16-12-2022	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	15-12-2022	
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	661500 - CONS-Consumables - Cleaning Cloth-- - - - Nos	20.00	16.75	0.00	5.00	351.75
2	368900 - GENE-General Items - Sponges-- - 12pack - Nos	48.00	9.00	0.00	18.00	509.76
3	471700 - CONS-Consumables - Acid-- - 1Ltr - Nos	10.00	21.00	0.00	18.00	247.80
4	668900 - CONS-Consumables - Wiper-- - - - Nos	4.00	105.00	0.00	18.00	495.60
				Total Order Value . . .		**1,604.91**

Rupees : One Thousand Six Hundred Four and Paise Ninty One 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. .
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.For site office use purpose.Above order for PM Modi complex works 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 ***Mahesh Desai and Others***
Authorised Signatory

Name : 16/12/2022

Accepted the above Terms And Conditions
For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form						
Company Name:	MAHESH DESAI & OTHERS	Date:	15-12-2022			
Site & Phase :	PM MODI COMPLEX	Time:	15:33			
Unit No./Block No.						
Supplier:		Req. No.	198114			
Material required before date:	URGENT	ID No.	82510			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS6196-Consumables-Cleaning Cloth----Nos	20		20		
2	GENE1417-General Items-Sponges---12pack-Nos	48 4		4		
3	CONS7227-Consumables-Acid---1Ltr-Nos PO :- 95095	10		10		
4	CONS7283-Consumables-Wiper----Nos	4		4		
5						
6						
7						
8						
9						
10						
Remarks:	Above material order for pm modi complx works purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Chand Mohammod					
Approved By:						
Sign & Date:	Cmohammad, 15-12-22					

APPROVED
16 DEC 2022
MINISH PARIKH
MANAGER PROCUREMENT

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.	23596
Mahesh Desai & Others	DC Date.	19-12-2022
PM Complex, MG Road, Secunderabad	PO No.	95095
	PO Date.	16-12-2022
	Req ID	82510
GSTIN : 36	Req Date	15-12-2022
	Loc Req No	198114

	Description of Goods	HSN/SAC	Qty
1	661500 - CONS-Consumables - Cleaning Cloth-- - - - Nos	630710	20
2	368900 - GENE-General Items - Sponges-- - 12pack - Nos	39129020	48
3	471700 - CONS-Consumables - Acid-- - 1Ltr - Nos	281119	10
4	668900 - CONS-Consumables - Wiper-- - - - Nos	15042030	4
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24	Mohammed		
25	19/12/22		
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Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST. IN WARD No: 83168 Date: 20/12/22 Sign:

for Summit Sales LLP

Authorised signatory