PURCHASE DIVISION
Advice for approval for credit to supplier (E)

Date:	3/01/23	Prepared by	Deepa	Serial no.	12506
Supplier name	SSHBP			HO inward no.	
Firm/Company	Mahesh Desai & other	Project	PM complex	HO received date	
PO/WO date	14/12/22	PO/WO No.	95007	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	27621	16/12/22	4,543/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			4543
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	115769	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:			4,543/-
Amount E – PO / WO value:			4,543/-
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	9/01/23		
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:	[signature]				
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.

TAXINVOICE

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		
Mahesh Desai & Others	Invoice No.	27621
PM Complex, MG Road, Secunderabad	Invoice Date.	16-12-2022
	PO No.	95007
	PO Date.	14-12-2022
	Req ID	82428
GSTIN : 36 PAN .	Req Date	13-12-2022
	Loc Req No	198110

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	163900 - DOOR-Doors - Panel door-2Panel - - 26"x82"	44182010	2	1925.00	3,850.00	18	693.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	3,850.00	693.00
	346.50	346.50	Total Invoice Amount	4,543.00	

Rupees : Four Thousand Five Hundred Fourty Three Only.

for Summit Sales LLP

K. V. Dev.

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST. IN WARD No: 102710 Date: 16/12/22 Sign:

Purchase Order

 14-12-2022 11:37:45

95007
13.12.22 3:48:40

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**	95007	198110
	Doc Date	14-12-2022	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	13-12-2022	
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	163900 - DOOR-Doors - Panel door-2Panel - - 675Wx2075Hmmx32mm - Nos *26"x82"*	2.00	1,925.00	0.00	18.00	4,543.00
					Total Order Value . . .	**4,543.00**

Rupees : Four Thousand Five Hundred Fourty Three Only.

Terms and Conditions :-

Specification /	Panel door with mango wood frame sft is Rs. 130+18% GST, Hardware material is Dorset
Payment Terms	After delivery and production of bill
Tax	Included in the above prices
Delivery Date	With in a day
Delivery Location	P M Complex M.G.Road, Secunderabad Phone. .
Penality For Delay	Nil
Transportation	Nil
Warranty	One year on doors, 5 years on mortise lock, one year on other hardware items.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order for pm modi complex 1st floor purpose.
Completion Date	Nil
Measurment	Nil
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 invoice must be snet to HO office or purchase site office Proof of delivery /DC can be sent by email.

For ***Mahesh Desai and Others***

Authorised Signatory

14/12/2022

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	MAHESG DESAI & OTHERS	Date:	13-12-2022				
Site & Phase :	PM MODI COMPLEX	Time:	15:15				
Unit No./Block No.	GVDC-SSUP.						
Supplier:		Req. No.	198110				
Material required before date:	URGENT	ID No.	82428				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	DOOR3987-Doors-Door frame without threshold -Salwood-100x63mm-760Wx2150Hmm-Nos P00950005	1		1			
2	DOOR1290-Doors-Door frame with threshold -Salwood-100x63mm-760Wx2150Hmm-Nos	2		2			
3	DOOR8194-Doors-Panel door-2Panel --675Wx2075Hmmx32mm-Nos P00950007	2		2			
4							
5							
6							
7							
8							
9							
10							
Remarks:	Above material order for pm modi complex 1st floor purpose						
	Engineer	Project Manager		Purchase		MD	
Prepared By:	Chand Mohammod						
Approved By:							
Sign & Date:	C.Mohammod, 13-12-2022						

APPROVED
14 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.	23544
Mahesh Desai & Others	DC Date.	16-12-2022
PM Complex, MG Road, Secunderabad	PO No.	95007
	PO Date.	14-12-2022
	Req ID	82428
	Req Date	13-12-2022
GSTIN : 36	Loc Req No	198110

	Description of Goods	HSN/SAC	Qty
1	163900 - DOOR-Doors - Panel door-2Panel - - 675Wx2075Hmmx32mm - Nos	44182010	2
2			
3			
4			
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23	Mohammed 16/12/22		
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29			
30			

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 8141
Date: 17/12/22
Sign:

for Summit Sales LLP

K. V. Dev.

Authorised signatory