PURCHASE DIVISION
Advice for approval for credit to supplier

2

Date:	09/01/2023	Prepared by	K. Mounika	Serial no.	12987
Supplier name	SSLLP			HO inward no.	
Firm/Company	SCLLP	Project	Serene farms	HO received date	
PO/WO date	29/12/22	PO/WO No.	95558	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	28072	06/01/2023	12,489/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	12,489/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	115913	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:	12,489
Amount E – PO / WO value:	12,489
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	16/01/2023
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	K. Mounika	[signature]			
Sign:	[signature]	APPROVED			
Date	09/01/2023	09 JAN 2023			
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		
Serene Constructions LLP	Invoice Date.	06-01-2023
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict, 501203	PO No.	95558
	PO Date.	29-12-2022
	Req ID	82942
GSTIN : 36ACVFS7909P1ZV PAN ACVFS7909P	Req Date	28-12-2022
	Loc Req No	150668
	Invoice No.	28072

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	854100 - HARD-Hardware - Mortise Lock--Dorset - -	83014090	3	2350.00	7,050.00	18	1,269.00
2	547600 - HARD-Hardware - Cylinderacal	83014090	6	589.05	3,534.30	18	636.16
3							
4							
5							
6							
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IGST	CGST	SGST			
			Total Taxable Amount	10,584.30	1,905.16
	952.58	952.58	Total Invoice Amount	12,489.47	

Rupees : Twelve Thousand Four Hundred Eighty Nine and Paise Fourty Seven Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 10278
Date: 6/1/23
Sign:
R.R. DIST.

Purchase Order

 29-12-2022 2:55:51 PM

95558
27.12.22 3:28:16

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details			
Summit Sales LLP	**Doc No**	95558	150668
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	29-12-2022	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	28-12-2022	
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	854100 - HARD-Hardware - Mortise Lock--Dorset - - - Nos	3.00	2,350.00	0.00	18.00	8,319.00
2	547600 - HARD-Hardware - Cylinderacal Lock--Dorset - - - Nos	6.00	589.05	0.00	18.00	4,170.47
					Total Order Value . . .	**12,489.47**

Rupees : Twelve Thousand Four Hundred Eighty Nine and Paise Fourty Seven 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	Serene Farms Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503 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 site mislaneous work 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 ***Serene Constructions LLP***

Authorised Signatory

Name : V reel 28/12

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	SERENE CONSTRUCTION LLP	Date:	28-12-2022				
Site & Phase :	SERENE FARMS	Time:	10:10				
Unit No./Block No.							
Supplier:		Req. No.	150668				
Material required before date:	ASAP	ID No.	82942				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	HARD6258-Hardware-Mortise Lock----Nos	3		3			
2	HARD3459-Hardware-Cylinderacal Lock--Dorset--Nos	6		6			
3	95558.						
4							
5							
6							
7							
8							
9							
10							
Remarks:							
	Engineer	Project Manager		Purchase		MD	
Prepared By:	CHANDRASHEKAR REDDY						
Approved By:	CHANDRASHEKAR REDDY						
Sign & Date:	Ch. CSReddy / 28/12/22						

APPROVED
29 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

Serene Constructions LLP

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

GSTIN : 36ACVFS7909P1ZV

DC No.	23942
DC Date.	06-01-2023
PO No	95558
PO Date.	29-12-2022
Req ID	82942
Req Date	28-12-2022
Loc Req No	150668

	Description of Goods	HSN/SAC	Qty
1	854100 - HARD-Hardware - Mortise Lock--Dorset - - - Nos	83014090	3
2	547600 - HARD-Hardware - Cylinderacal Lock--Dorset - - - Nos	83014090	6
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INWARD
Inward No: 318 Dt: 06/01/23
MRN No: 115913 Dt: 07/01/23
Received By: Security Sign:
Serene Construction (Hyd) LLP

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 85299
Date: 7/1/23
Sign: