PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	31/1/23	Prepared by	Deepa	Serial no.	13912
Supplier name	SSHP			HO inward no.	
Firm/Company	MMRK-HHP	Project	GHT	HO received date	
PO/WO date	25/1/23	PO/WO No.	96469	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	28484	28/1/23	7,145/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	7,145/-
Proof of delivery by way of ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	116780	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:	7,145/-
Amount E – PO / WO value:	7,145/-
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	6/2/23
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:	[signature]				
Date	31/1/23				
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	Invoice No.	28484
Mehta & Modi Realty Kowkur LLP	Invoice Date.	28-01-2023
Sy No. 196, Kowkur, Hyderabad, 500010	PO No.	96469
	PO Date.	25-01-2023
	Req ID	83708
GSTIN : 36ABLFM7631F1Z3 PAN ABLFM7631F	Req Date	24-01-2023
	Loc Req No	142561

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4041 - Consumables - Mopping stick - NA - nos	9603	10	126.00	1,260.00	5	63.00
2	4065 - Consumables - Vim bar - NA - nos	3405	5	45.00	225.00	18	40.50
3	283000 - CONS-Consumables - Floor cleaner --Lizol	84807900	10	88.20	882.00	18	158.76
4	661500 - CONS-Consumables - Cleaning Cloth-- - - -	630710	20	16.75	335.00	5	16.76
5	659600 - CONS-Consumables - Bombay Brooms Big	96032900	20	88.20	1,764.00	0	0.00
6	471700 - CONS-Consumables - Acid-- - 1Ltr - Nos	281119	10	21.00	210.00	18	37.80
7	998900 - CONS-Consumables - Phinyl-- - 1 Ltr - Nos	29331940	5	52.00	260.00	18	46.80
8	649300 - CONS-Consumables - Mopping cloth-- - - -	680510	20	16.75	335.00	5	16.76
9	670300 - CONS-Consumables - Colin 500 ml-- - - -	84807900	10	84.00	840.00	18	151.20
10	905700 - CONS-Consumables - Coconut Brooms-- -	96032900	30	16.75	502.50	0	0.00
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	6,613.50	531.58
	265.79	265.79	Total Invoice Amount	7,145.06	

Rupees : Seven Thousand One Hundred Fourty Five and Paise Six Only.

for Summit Sales LLP

SUMMIT SALES LLP R.R. DIST. IN WARD No: 10493 Date: 28/1/23 Sign:

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 25-01-2023 13:23:19

96469
10.01.23 4:03:13

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-50
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Summit Sales LLP	**Doc No**	96469	142561
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	25-01-2023	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	24-01-2023	
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	4041 - Consumables - Mopping stick - NA - nos	10.00	126.00	0.00	5.00	1,323.00
2	4065 - Consumables - Vim bar - NA - nos	5.00	45.00	0.00	18.00	265.50
3	283000 - CONS-Consumables - Floor cleaner --Lizol - 1-lts - Nos	10.00	88.20	0.00	18.00	1,040.76
4	661500 - CONS-Consumables - Cleaning Cloth-- - - - Nos	20.00	16.75	0.00	5.00	351.75
5	659600 - CONS-Consumables - Bombay Brooms Big -- - - - Nos	20.00	88.20	0.00	0.00	1,764.00
6	471700 - CONS-Consumables - Acid-- - 1Ltr - Nos	10.00	21.00	0.00	18.00	247.80
7	998900 - CONS-Consumables - Phinyl-- - 1 Ltr - Nos	5.00	52.00	0.00	18.00	306.80
8	649300 - CONS-Consumables - Mopping cloth-- - - - Nos	20.00	16.75	0.00	5.00	351.75
9	670300 - CONS-Consumables - Colin 500 ml-- - - - Nos	10.00	84.00	0.00	18.00	991.20
10	905700 - CONS-Consumables - Coconut Brooms-- - - - Nos	30.00	16.75	0.00	0.00	502.50
				Total Order Value . . .		**7,145.06**

Rupees : Seven Thousand One Hundred Fourty Five and Paise Six 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
Transportation	Transport cost shall be borne by us.
Warranty	Nil

For ***Mehta & Modi Realty Kowkur LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Name : ____________

Date : __/__/____

Purchase Order

 25-01-2023 13:23:19 Original / Office Copy / Purchase Div.Copy

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 site cleaning use 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

Veent

Name : ______________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/___

Requisition Form						
Company Name:	Mehta & Modi realty kowkur llp	Date:	24-01-2023			
Site & Phase :	GHT	Time:	12:00			
Unit No./Block No.						
Supplier:	SSLLP	Req. No.	142561			
Material required before date:	25-01-2023	ID No.	83708.			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1 4041	CONS1056-Consumables-Mopping Sitck----Nos	10		10		
2 4065	CONS4941-Consumables-Dish washing liquid/soap----Nos	5		5		
3 2820	CONS5033-Consumables-Floor cleaner --Lizol-1 lts-Nos	10		10		
4 6615	CONS6196-Consumables-Cleaning Cloth----Nos	20		20		
5 6596	CONS6564-Consumables-Bombay Brooms Big ----Nos 96469.	20		20		
6 4717	CONS7227-Consumables-Acid---1Ltr-Nos	10		10		
7 9989	CONS7608-Consumables-Phenyl---1 Ltr-Nos	5		5		
8 6493	CONS8187-Consumables-Mopping cloth----Nos	20		20		
9 6703	CONS8873-Consumables-Colin 500 ml----Nos	10		10		
10 9057	CONS9459-Consumables-Coconut Brooms----Nos	30		30		
Remarks:	GHT site cleaning work purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Asma					
Approved By:	A suresh					
Sign & Date:	24-01-2023					

APPROVED
25 JAN 2023
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		
Mehta & Modi Realty Kowkur LLP	DC No.	24317
Sy No. 196, Kowkur, Hyderabad, 500010	DC Date	28-01-2023
	PO No.	96469
	PO Date	25-01-2023
	Req ID	83708
GSTIN : 36ABLFM7631F1Z3	Req Date	24-01-2023
	Loc Req No	142561

	Description of Goods	HSN/SAC	Qty
1	4041 - Consumables - Mopping stick - NA - nos	9603	10
2	4065 - Consumables - Vim bar - NA - nos	3405	5
3	283000 - CONS-Consumables - Floor cleaner --Lizol - 1-lts - Nos	84807900	10
4	661500 - CONS-Consumables - Cleaning Cloth----- Nos	630710	20
5	659600 - CONS-Consumables - Bombay Brooms Big ----- Nos	96032900	20
6	471700 - CONS-Consumables - Acid--- 1Ltr - Nos	281119	10
7	998900 - CONS-Consumables - Phinyl--- 1 Ltr - Nos	29331940	5
8	649300 - CONS-Consumables - Mopping cloth----- Nos	680510	20
9	670300 - CONS-Consumables - Colin 500 ml----- Nos	84807900	10
10	905700 - CONS-Consumables - Coconut Brooms----- Nos	96032900	30
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INWARD
Inward No: 13717 Dt: 28/01/23
MRN No: 116780 Dt: 30/01/23
Sign:
Received By:
MEHTA & MODI REALTY KOWKUR LLP

19:15

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 86326
Date: 21/11/23
Sign:

Subject to Hyderabad Jurisdiction