PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	31/1/21	Prepared by	Deepa	Serial no.	13911
Supplier name	SSHP			HO inward no.	
Firm/Company	HMRK-WP	Project	GH9	HO received date	
PO/WO date	25/1/21	PO/WO No.	96464	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	28483	28/1/21	4,617/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	4,617/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 116783	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:	4,617/-
Amount E – PO / WO value:	4,617/-
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	6/2/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:	[signature]				
Date	31/1/21				
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

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		
Mehta & Modi Realty Kowkur LLP	Invoice No.	28483
Sy No. 196, Kowkur, Hyderabad, 500010	Invoice Date.	28-01-2023
	PO No.	96464
	PO Date.	25-01-2023
	Req ID	83707
	Req Date	24-01-2023
GSTIN : 36ABLFM7631F1Z3 PAN ABLFM7631F	Loc Req No	142562

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	243300 - CONS-Consumables - Plastic Bucket-with		10	231.00	2,310.00	18	415.80
2	639400 - CONS-Consumables - Toilet	84807900	3	87.00	261.00	18	46.98
3	668900 - CONS-Consumables - Wiper-- - - - Nos	15042030	5	105.00	525.00	18	94.50
4	368900 - GENE-General Items - Sponges-- - 12pack -	39129020	36	9.00	324.00	18	58.32
5	874600 - STAT-Stationary - Calculator-- - - - Nos	84703000	2	158.00	316.00	18	56.88
6	913700 - STAT-Stationary - pen-Red color-Cello	960899	10	6.00	60.00	18	10.80
7	522200 - STAT-Stationary - Scribling Pads-- - - -	48201020	5	15.00	75.00	18	13.50
8	111200 - STAT-Stationary - Pencil-- - - - Boxes	960910	1	42.00	42.00	18	7.56
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	3,913.00	704.34
	352.17	352.17	Total Invoice Amount	4,617.34	

Rupees : Four Thousand Six Hundred Seventeen and Paise Thirty Four Only.

for Summit Sales LLP

SUMMIT SALES LLP IN WARD No: 10491 Date: 28/1/23 Sign: R.R. DIST.

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 25-01-2023 13:05:36 Origi

96464
10.01.23 4:03:12

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-50000:
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Summit Sales LLP	**Doc No**	96464	142562
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	243300 - CONS-Consumables - Plastic Bucket-with mug-White- - - - Nos	10.00	231.00	0.00	18.00	2,725.80
2	639400 - CONS-Consumables - Toilet cleaner--Harpic - 500ml - Nos	3.00	87.00	0.00	18.00	307.98
3	668900 - CONS-Consumables - Wiper-- - - - Nos	5.00	105.00	0.00	18.00	619.50
4	368900 - GENE-General Items - Sponges-- - 12pack - Nos	36.00	9.00	0.00	18.00	382.32
5	874600 - STAT-Stationary - Calculator-- - - - Nos	2.00	158.00	0.00	18.00	372.88
6	913700 - STAT-Stationary - pen-Red color-Cello Fine grip - - - Nos	10.00	6.00	0.00	18.00	70.80
7	522200 - STAT-Stationary - Scribling Pads-- - - - Nos	5.00	15.00	0.00	18.00	88.50
8	111200 - STAT-Stationary - Pencil-- - - - Boxes	1.00	42.00	0.00	18.00	49.56
				Total Order Value . . .		**4,617.34**

Rupees : Four Thousand Six Hundred Seventeen and Paise Thirty 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	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
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.Above order for site cleaning work purpose.
Completion Date	NA

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

Authorised Signatory

Name : Vasu

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Purchase Order

 25-01-2023 13:05:36 Original / Office Copy / Purchase Div.Copy

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

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Name : ______________________

Date : __/__/____

Requisition Form						
Company Name:	Mehta & Modi Realty Kwkur LLP	Date:	24-01-2023			
Site & Phase :	GHT	Time:	12:00			
Unit No./Block No.						
Supplier:	SSLLP	Req. No.	142562			
Material required before date:	25-01-2023	ID No.	83707			
S No	Item 2433	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS9692-Consumables-Plastic Bucket-with mug White---Nos	10		10		
2 6394	CONS1509-Consumables-Toilet cleaner--Harpic-500ml-Nos	3		3		
3 6689	CONS7283-Consumables-Wiper----Nos	5		5		
4 3689	GENE1417-General Items-Sponges---12pack-Nos 96464	36		36		
5 8746	STAT2503-Stationary-Calculator----Nos	2		2		
6 9137	STAT4163-Stationary-pen-Red color-Cello Fine grip--Nos	10		10		
7 5232	STAT4346-Stationary-Scribling Pads----Nos	5		5		
8 1112	STAT8753-Stationary-Pencil----Boxes 20	2		2		
9 9672	CONS8219-Consumables-Plastic Covers----Nos	10		10		
10						
Remarks:	GHT site cleaning work purpose					
	Engineer	Project Manager		APPROVED Purchase 25 JAN 2023 P. VENKATESHWARLU MANAGER PURCHASE		MD
Prepared By:	Asma					
Approved By:	A suresh					
Sign & Date:	24-01-2023					

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.	24316
Sy No. 196, Kowkur, Hyderabad, 500010	DC Date.	28-01-2023
	PO No.	96464
	PO Date.	25-01-2023
	Req ID	83707
GSTIN : 36ABLFM7631F1Z3	Req Date	24-01-2023
	Loc Req No	142562

	Description of Goods	HSN/SAC	Qty
1	243300 - CONS-Consumables - Plastic Bucket-with mug-White- - - - Nos		10
2	639400 - CONS-Consumables - Toilet cleaner--Harpic - 500ml - Nos	84807900	3
3	668900 - CONS-Consumables - Wiper- - - - - Nos	15042030	5
4	368900 - GENE-General Items - Sponges- - - 12pack - Nos	39129020	36
5	874600 - STAT-Stationary - Calculator- - - - - Nos	84703000	2
6	913700 - STAT-Stationary - pen-Red color-Cello Fine grip - - - Nos	960899	10
7	522200 - STAT-Stationary - Scribling Pads- - - - - Nos	48201020	5
8	111200 - STAT-Stationary - Pencil- - - - - Boxes	960910	1
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INWARD
Inward No: 3711 Dt: 28/01/23
MRN No: 116783 Dt: 30/01/23
Received By:
Sign:
MEHTA & MODI REALTY KOWKUR LLP

14:15

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 86325
Date: 31/1/23
Sign:
R.R. DIST.