PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	20/02/2023	Prepared by	K. Mounika	Serial no.	14879
Supplier name	SSCLP			HO inward no.	
Firm/Company	SCLLP	Project	Sehene farms	HO received date	
PO/WO date	09/02/23	PO/WO No.	96963	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	28756	11/02/2023	4,903/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	4,903/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 117420 — 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:	4,903
Amount E – PO / WO value:	4,903
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	27/02/2023
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	K. Mounika	[signature]			
Sign:	[signature]	APPROVED 20 FEB 2023			
Date	20/02/2023	P. VENKATESHWARLU MANAGER PURCHASE			
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		
Serene Constructions LLP	Invoice No.	28756
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict, 501203	Invoice Date.	11-02-2023
	PO No.	96983
	PO Date.	09-02-2023
	Req ID	84148
GSTIN : 36ACVFS7909P1ZV PAN ACVFS7909P	Req Date	08-02-2023
	Loc Req No	150676

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	639400 - CONS-Consumables - Toilet	84807900	12	87.00	1,044.00	18	187.92
2	494100 - CONS-Consumables - Door Mats -- - - -	57022010	12	52.00	624.00	18	112.32
3	767300 - CONS-Consumables - Detergent --Vim - - -	34022090	10	53.00	530.00	18	95.40
4	283000 - CONS-Consumables - Floor cleaner --Lizol	84807900	10	88.20	882.00	18	158.76
5	974800 - CONS-Consumables - Detergent powder-- -	34022090	4	32.00	128.00	18	23.04
6	736100 - CONS-Consumables - Scrubber-- - - - Nos	73231000	12	10.00	120.00	18	21.60
7	661500 - CONS-Consumables - Cleaning Cloth-- - - -	630710	10	16.75	167.50	5	8.38
8	462900 - CONS-Consumables - Cleaning Brush-- - -	96039000	6	50.00	300.00	18	54.00
9	371300 - CONS-Consumables - Water Bottles-- - 1	392330	6	42.00	252.00	18	45.36
10	471700 - CONS-Consumables - Acid-- - 1Ltr - Nos	281119	6	21.00	126.00	18	22.68
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	4,173.50	729.46
	364.73	364.73	Total Invoice Amount	4,902.96	

Rupees : Four Thousand Nine Hundred Two and Paise Ninty Six Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST. IN WARD No: 10566 Date: 11/2 Sign:

Purchase Order

 09-02-2023 2:57:19 PM C

96983
28.01.23 12:54:55

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**	96983	150676
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	09-02-2023	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	08-02-2023	
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	639400 - CONS-Consumables - Toilet cleaner--Harpic - 500ml - Nos	12.00	87.00	0.00	18.00	1,231.92
2	494100 - CONS-Consumables - Door Mats -- - - - Nos	12.00	52.00	0.00	18.00	736.32
3	767300 - CONS-Consumables - Detergent --Vim - - - Nos	10.00	53.00	0.00	18.00	625.40
4	283000 - CONS-Consumables - Floor cleaner --Lizol - 1-lts - Nos	10.00	88.20	0.00	18.00	1,040.76
5	974800 - CONS-Consumables - Detergent powder-- - 500gms - pkts	4.00	32.00	0.00	18.00	151.04
6	736100 - CONS-Consumables - Scrubber-- - - - Nos	12.00	10.00	0.00	18.00	141.60
7	661500 - CONS-Consumables - Cleaning Cloth-- - - - Nos	10.00	16.75	0.00	5.00	175.88
8	462900 - CONS-Consumables - Cleaning Brush-- - - - Nos	6.00	50.00	0.00	18.00	354.00
9	371300 - CONS-Consumables - Water Bottles-- - 1 Ltr - Nos	6.00	42.00	0.00	18.00	297.36
10	471700 - CONS-Consumables - Acid-- - 1Ltr - Nos	6.00	21.00	0.00	18.00	148.68
					Total Order Value . . .	**4,902.96**

Rupees : Four Thousand Nine Hundred Two and Paise Ninty Five 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 Serene Farms
Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503

For ***Serene Constructions LLP***

Authorised Signatory

Name : Veeru

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____

Date : __/__/____

Purchase Order

 09-02-2023 2:57:19 PM Original / Office Copy / Purchase Div.Copy

	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.Above order for site 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 ***Serene Constructions LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form						
Company Name:	Serene construction LLP	Date:	08.02.23			
Site & Phase :	Serene farms	Time:	10:00			
Unit No./Block No.						
Supplier:		Req. No.	150676			
Material required before date:	10.02.23	ID No.	84148			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS1509-Consumables-Toilet cleaner--Harpic-500ml-Nos 96983	12	0	12		
2	CONS1763-Consumables-Door Mats ----Nos	12	0	12		
3	CONS4941-Consumables-Dish washing liquid/soap----Nos	10	0	10		
4	CONS5033-Consumables-Floor cleaner --Lizol-1 lts-Nos	10	0	10		
5	CONS3861-Consumables-Detergent powder---500gms-Pkts	4	0	4		
6	CONS5492-Consumables-Scrubber----Nos	12	0	12		
7	CONS6196-Consumables-Cleaning Cloth----Nos	10	0	10		
8	CONS6615-Consumables-Cleaning Brush----Nos	6	0	6		
9	CONS6689-Consumables-Water Bottles---1 Ltr-Nos	6	0	6		
10	CONS7227-Consumables-Acid---1Ltr-Nos	6	0	6		
Remarks:						
	Engineer	Project Manager		Purchase		MD
Prepared By:	Ch. Cs Reddy	Ch. Cs Reddy				
Approved By:	Ch. Cs Reddy	Ch. Cs Reddy	10 FEB 2023			
Sign & Date:						

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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** 11-02-2023

Customer Details	DC No.	24565
Serene Constructions LLP	DC Date	11-02-2023
Sy No. 44, Yenkepally Village, Chevella Mandal, RR Disterict, 501203	PO No.	96983
	PO Date.	09-02-2023
	Req ID	84148
GSTIN: 36ACVFS7909P1ZV	Req Date	08-02-2023
	Loc Req No	150676

	Description of Goods	HSN/SAC	Qty
1	639400 - CONS-Consumables - Toilet cleaner--Harpic - 500ml - Nos	84807900	12
2	494100 - CONS-Consumables - Door Mats ----- Nos	57022010	12
3	767300 - CONS-Consumables - Detergent --Vim - - - Nos	34022090	10
4	283000 - CONS-Consumables - Floor cleaner --Lizol - 1-lts - Nos	84807900	10
5	974800 - CONS-Consumables - Detergent powder-- - 500gms - pkts	34022090	4
6	736100 - CONS-Consumables - Scrubber-- - - - Nos	73231000	12
7	661500 - CONS-Consumables - Cleaning Cloth-- - - - Nos	630710	10
8	462900 - CONS-Consumables - Cleaning Brush-- - - - Nos	96039000	6
9	371300 - CONS-Consumables - Water Bottles-- - 1 Ltr - Nos	392330	6
10	471700 - CONS-Consumables - Acid-- - 1Ltr - Nos	281119	6
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INWARD
Inward No: 356 Dt: 11/02/23
MRN No: 117420 Dt: 14/02/23
Received By: Security Sign: Tiwary
Serene Construction (Hyd) LLP

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP * R.R. DIST. *
INWARD
No: 86765
Date: 20/11
Sign:

Authorised signatory