PURCHASE DIVISION
Advice for approval for credit to supplier

2

15047

Date:	23/2/23	Prepared by	Deepa	Serial no.	
Supplier name	SSLLP			HO inward no.	
Firm/Company	MMRK-LLP	Project	GHT	HO received date	
PO/WO date	14/2/23	PO/WO No.	97126	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	28912	21/2/23	1,695/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			1,695/-
Proof of delivery by way of ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	117657	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:			1,695/-
Amount E – PO / WO value:			3,875/-
Amount F – Difference (A – E):			2,180/-
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	6/3/23		
Remarks:	final bill		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:	[signature]				
Date	23/2/23				
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		
Mehta & Modi Realty Kowkur LLP	Invoice No.	28912
Sy No. 196, Kowkur, Hyderabad, 500010	Invoice Date.	21-02-2023
	PO No.	97126
	PO Date.	14-02-2023
	Req ID	84250
GSTIN : 36ABLFM7631F1Z3 PAN ABLFM7631F	Req Date	11-02-2023
	Loc Req No	142624

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	466300 - STAT-Stationary - Paper A4-- - - - Bundles	48025690	4	280.00	1,120.00	12	134.40
2	659600 - CONS-Consumables - Bombay Brooms Big	96032900	5	88.20	441.00	0	0.00
3							
4							
5							
6							
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12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	1,561.00	134.40
	67.20	67.20	Total Invoice Amount	1,695.40	

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

SUMMIT SALES LLP R.R. DIST. IN WARD No. 106128 Date 21/2/23 Sign.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 14-02-2023 12:39:38 ...se Div.Copy

97126
08.02.23 3:15:07

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

Supplier Details			
Summit Sales LLP	**Doc No**	97126	142624
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	14-02-2023	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	11-02-2023	
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	466300 - STAT-Stationary - Paper A4-- - - - Bundles	5.00	280.00	0.00	12.00	1,568.00
2	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	10.00	6.00	0.00	18.00	70.80
3	7523 - Stationery - other - Eraser - NA - nos	5.00	1.50	0.00	18.00	8.85
4	383100 - STAT-Stationary - Cello Tapes- one side-- - - - Nos	3.00	52.00	0.00	18.00	184.08
5	659600 - CONS-Consumables - Bombay Brooms Big -- - - - Nos	10.00	88.20	0.00	0.00	882.00
6	905700 - CONS-Consumables - Coconut Brooms-- - - - Nos	20.00	16.75	0.00	0.00	335.00
7	736100 - CONS-Consumables - Scrubber-- - - - Nos	10.00	10.00	0.00	18.00	118.00
8	663900 - CONS-Consumables - Handwash liquid-- - - - Nos	5.00	88.00	0.00	18.00	519.20
9	276700 - STAT-Stationary - Permanent Marker -- - Black - Nos	10.00	16.00	0.00	18.00	188.80
					Total Order Value . . .	**3,874.73**

Rupees : Three Thousand Eight Hundred Seventy Four and Paise Seventy Three Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After delivery and production of bill
Tax	GST included in the above prices
Delivery Date	With in a day
Delivery Location	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
Penality For Delay	Nil
Transportation	Nil
Warranty	Nil
Advance Paid	Nil

PART DELIVERY D...

S.no.	Bill no.	Bill Dt.	Am...
1.	28912	21/2/23	1695/-
2.	28844	16/2/23	2180/-
3.			
4.			
5.			

For *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________________

Date : __/__/____

Purchase Order

 14-02-2023 12:39:38

Original / Office Copy / Purchase Div.Copy

Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for site office use 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 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

Name : Vaclw r

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form						
Company Name:	Mehta & Modi Realty Kowkur LLP	Date:	11-02-2023			
Site & Phase :	GHT	Time:	11:15			
Unit No./Block No.						
Supplier:	SSLLP	Req. No.	142624			
Material required before date:	12-02-2023	ID No.	84250			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	STAT5901-Stationary-Paper A4----Bundles – 4663	5		5		
2	STAT1585-Stationary-Pen-Blue color-Cello Fine grip--Nos - 7304	10		10		
3	STAT1670-Stationary-Erazers----Nos – 7523 stationary other.	5		5		
4	STAT8800-Stationary-Cello Tapes one side----Nos – 3831	3		3		
5	CONS6564-Consumables-Bombay Brooms Big ----Nos – 6596 97106	10		10		
6	CONS9459-Consumables-Coconut Brooms----Nos – 9057	20		20		
7	CONS5492-Consumables-Scrubber----Nos – 4055 - 7361	10		10		
8	CONS1624-Consumables-Handwash liquid----Nos – 6659	5		5		
9	STAT5222-Stationary-Permanent Marker ---Black-Nos – 2767	10		10		
10						
Remarks:	GHT site work purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Asma					
Approved By:	A Suresh					
Sign & Date:	11-02-2023					

APPROVED
11 FEB 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** 21-02-2023

Customer Details	DC No.	24713
Mehta & Modi Realty Kowkur LLP	DC Date.	21-02-2023
Sy No. 196, Kowkur, Hyderabad, 500010	PO No.	97126
	PO Date.	14-02-2023
	Req ID	84250
GSTIN : 36ABLFM7631F1Z3	Req Date	11-02-2023
	Loc Req No	142624

	Description of Goods	HSN/SAC	Qty
1	466300 - STAT-Stationary - Paper A4-- - - - Bundles	48025690	4
2	659600 - CONS-Consumables - Bombay Brooms Big -- - - - Nos	96032900	5
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INWARD
Inward No: 13839 Dt: 21/02/23
MRN No: 11765 Dt: 22/02/23
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP
14:12

for Summit Sales LLP

SUMMIT SALES LLP
IN WARD
No. 86931
Date 23/2/23
R.R. DIST.

Authorised signatory

Subject to Hyderabad Jurisdiction