PURCHASE DIVISION

Advice for approval for credit to supplier

E

Date:	6/3/23	Prepared by	Deepa	Serial no.	**15434**
Supplier name	SSHhp			HO inward no.	
Firm/Company	MMRK-Hhp	Project	GHT	HO received date	
PO/WO date	25/2/23	PO/WO No.	97563	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	DB-29012	3/3/23	1,633/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,633/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 117934	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:	1,633/-
Amount E – PO / WO value:	1,633/-
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	13/3/23
Remarks:	final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:	D				
Date	6/3/23				
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.	DB - 29102
Sy No. 196, Kowkur, Hyderabad, 500010	Invoice Date.	03-03-2023
	PO No.	97563
	PO Date.	25-02-2023
	Req ID	84636
GSTIN : 36ABLFM7631F1Z3 PAN ABLFM7631F	Req Date	24-02-2023
	Loc Req No	142667

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	587600 - STAT-Stationary - Permanent Marker -- -	96082000	20	16.00	320.00	18	57.60
2	276700 - STAT-Stationary - Permanent Marker -- -	96082000	20	16.00	320.00	18	57.60
3	522200 - STAT-Stationary - Scribling Pads-- - - -	48201020	5	15.00	75.00	18	13.50
4	730400 - STAT-Stationary - Pen-Blue color-Cello	960899	20	6.00	120.00	18	21.60
5	908700 - STAT-Stationary - Stapler-SMALL-- - - -	84729010	2	36.50	73.00	18	13.14
6	619400 - STAT-Stationary - Scales-- - NA - Nos	90178090	5	25.00	125.00	18	22.50
7	402300 - STAT-Stationary - Chalk Piece-- - - - Boxes	25090000	5	6.30	31.50	0	0.00
8	368900 - GENE-General Items - Sponges-- - 12pack -	39129020	36	9.00	324.00	18	58.32
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
	122.13	122.13	Total Taxable Amount	1,388.50	244.26
			Total Invoice Amount	1,632.76	

Rupees : One Thousand Six Hundred Thirty Two and Paise Seventy Six Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No. 106575 Date: 3/3/23 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 25-02-2023 10:56:38 Original / Office Copy / Purchase Div.Copy

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Summit Sales LLP	**Doc No**	97563	142667
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	25-02-2023	
	Quote No	NIL	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	24-02-2023	
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	587600 - STAT-Stationary - Permanent Marker -- - Red - Nos	20.00	16.00	0.00	18.00	377.60
2	276700 - STAT-Stationary - Permanent Marker -- - Black - Nos	20.00	16.00	0.00	18.00	377.60
3	522200 - STAT-Stationary - Scribling Pads-- - - - Nos	5.00	15.00	0.00	18.00	88.50
4	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	20.00	6.00	0.00	18.00	141.60
5	908700 - STAT-Stationary - Stapler-SMALL-- - - - Nos	2.00	36.50	0.00	18.00	86.14
6	619400 - STAT-Stationary - Scales-- - NA - Nos	5.00	25.00	0.00	18.00	147.50
7	402300 - STAT-Stationary - Chalk Piece-- - - - Boxes	5.00	6.30	0.00	0.00	31.50
8	368900 - GENE-General Items - Sponges-- - 12pack - Nos	36.00	9.00	0.00	18.00	382.32
				Total Order Value . . .		**1,632.76**

Rupees : One Thousand Six Hundred Thirty Two and Paise Seventy 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
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order for office work use

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

Authorised Signatory

Veer

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Purchase Order

 25-02-2023 10:56:38 Original / Office Copy / Purchase Div.Copy

	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

Name : Veeru

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

Requisition Form						
Company Name:	Mehta & Modi Realty Kowkur LLP	Date:	24-02-2023			
Site & Phase :	GHT	Time:	15:27			
Unit No./Block No.						
Supplier:		Req. No.	142667			
Material required before date:	25-02-2023	ID No.	84636			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	STAT5375-Stationary-Permanent Marker ---Red-Nos 5876	20		20		
2	STAT5222-Stationary-Permanent Marker ---Black-Nos -2767	20		20		
3	STAT4346-Stationary-Scribling Pads----Nos -5222	5		5		
4	STAT1585-Stationary-Pen-Blue color-Cello Fine grip--Nos - 7304	20		20		
5	STAT8122-Stationary-Stapler SMALL----Nos - 9087	2		2		
6	STAT6194-Stationary-Scales----Nos - 6194 97563	5		5		
7	STAT3400-Stationary-Chalk Piece----Boxes - 4023	5		5		
8	GENE1417-General Items-Sponges---12pack-Nos - 3689	36		36		
9						
10						
Remarks:	GHT Office work purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	D Devi					
Approved By:	A suresh					
Sign & Date:	24-02-2023					

APPROVED
25 FEB 2023
P. VENKATESHWARLU
MANAGER PURCHASE

DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.
Tel : 040 - 6633 5551

M/s Mehta & Modi (R) Kowkur LLP

Site: SY 196, Kowkur

DC No. : 5498
Date : 28/2/23
Vehicle No. : TS10UB5649
P.O. / W.O. No. : 97563
P.O. / W.O. Date : 25/2/23

Sl. No.	PARTICULARS	Quantity
1	Marker Red	20 No
2	" Black	20 "
3	Scrib Pads	5 "
4	Cello Pen Blue	20 "
5	Staple Small	2 "
6	Scale	5 "
7	Chalk Piece	5 Box
8	Sponge	36 No
9		
10		
11		
12		
14		
15		
16		
17		
18		
19		
20		

INWARD
Inward No: 2858 Dt: 28/02/23
MRN No: 17934 Dt: 01/03/23
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP

GSTIN :

Received the above materials in good condition.

Received by : Vasthi

Date : 28/2

Stamp: 28/02/23

SUMMIT SALES LLP R.R. DIST. INWARD No. 87227 Date 6/3/23 Sign:

For **SUMMIT SALES LLP**

Authorised Signatory