PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	09/03/23	Prepared by	V. RAVI	Serial no.	**14716**
Supplier name	Sri Balaji Marketing Associates			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	14.11.22	PO/WO No.	2022111408	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	3054	15.11.22	171,000-00	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	171,000-00
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 20230124W6.	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:	171,000-00
Amount E – PO / WO value:	166,000-00
Amount F – Difference (A – E):	5000-00
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	NIL

Remarks: 100% Advance Paid and Original Invoice missing so through Certified True Copy we are Processing now.

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		RAVI			
Sign:		[signature]			
Date		09.03.23			
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.

MODI PROPERTIES PVT. LTD. ...BAD
INWARD
No. 9483
Date 9/3/23
Sign.

Form for closure of purchase order

Da… …om site/engineers:

PO no..	20221114008	PO date:	14/11/22	Req. no.:		Advice Scan ID	
MRN nos. related to PO							

☐	Part material received.
☑	Full material received.
☐	Material not received.
☐	Close PO – Balance material will be re-ordered by new requisition.
☐	Cancel PO. Material not required.
☐	Cancel PO. Material will be re-ordered by new requisition.
☐	Keep PO open. Material required.
☐	Keep PO open. Work under progress.

Remarks by engineer: Total material received close this PO.
GMR PO NO:-(20221114002,) & Reqn no (Inwd No: 10021 dtd 16/11/22.

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.

Prepared by	Sign	Date	Project manager	Sign	Date
Basaveshwari			Ramprasad	for R	21/02/2…

Data required from accounts:

☐	Checked with E&D for receipt of bills.		
☑	Bills not received against this PO.		
☐	Part bill received against this PO.	Bill nos.	
☐	All bills received against this PO.		
☑	Advance paid against this PO.	Amount paid	1,66,000/-

Remarks by Accountants: 100% Adv.

Notes: 1. Pos issued for false ceiling and such works may have been processed by E&D. Check before filling the above.

Prepared by	Sign	Date	Accounts manager (approval required for PO more than 10k)	Sign	Date
D. Kary…		7/8/23			

Advice by MD - action to be taken by purchase:

☑	Get certified bill from supplier (not original).		
☐	Prepare bill in SSLLP for material supplied.		
☐	Get proof of delivery from site.		
☐	Barcoded PO missing – get certified copy from Accounts.		
☑	Thereafter, prepare advice to credit to supplier and send to HO for processing.		
☑	Close PO	☐	Keep PO open. Material awaited
☐	Send barcoded PO to MDs desk. PO to be closed thereafter.		
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2021.		
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2020.		
☐	RMC supplier – suppliers ledger required from 1.4.2020. Process bill after thoroughly checking both the ledgers and all pour reports. Pour reports from day one to be thoroughly checked with Pos/Bills. Thereafter, prepare advice to credit to supplier and send to HO for processing. Close all open POs.		
☐	E&D to check receipt of bill and enter comments below.		
☐	Details of material supplied and balance material to be supplied is required.		

Remarks:

Prepared by	Sign	Date

APPROVED BY
…MAY 2023
SOHAM MODI
MANAGING DIRECTOR

Form for closure of purchase order dt 21-3-22 ver4

Purchase Order

Office Copy(For HO)

From Company:	Summit Sales LLP 5-4-187/3&4, IInd FloorSoham MansionM.G.Road Secunderabad,TELANGANA,500003 GSTNO:36ACQFS2044C1Z7	Delivery Location: SSLLP Stores @ VSC ,, ,

Supplier Details				
Sri Balaji Marketing Associates Shop no 3, SRT 343, Jawahar Nagar, Ashok nagar, Hyderabad Hyderabad,TG, GSTIN:36ACPPC4261Q1Z3 Gganshyam,9246524365 sbma233@gmail.com	PO No	20221114008	Quote No	NIL
	PO Date	14 Nov 2022	Quote Date	15 Nov 2022
	Supply Type	Purchase Order		

SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	CEMT1830-Cement-OPC-53-50kg-Bag	500.00	259.37	0%	1,29,688	0%	14%	14%	0	18,156	18,156	1,66,000
								Total Amount ...	0	18,156	18,156	1,66,000

Rupees in words : One Lakh Sixty Six Thousands Only.

Terms and Conditions:-

Cement brand :	Parasakthi
Cement Hamali charges :	Loading included. Unloading extra @ Rs.5/- per bag.
Cement quantity	Payment shall be made on quantity delivered at site
Cement payment terms:	100% advance payment.
Tax :	Inclusive of GST and all other taxes.
Delivery Date :	Within 1days of PO
Delivery Location :	As per details given above
Transportation Cost :	Included.
Bill submission:	Vendor Shall submit proof of delivery+originak invoice at head office of purchaser

Purchase Order

Office Copy(For HO)

Remarks : Delivery at GMR Mallapur Contact Person Mr Ramprasad-8309938133.

For Summit Sales LLP	Accepted the above Terms And Conditions For
Authorised Signatory	
Name :-	
Sign:-	
Date :-	Date :-

Delivery Challan

Summit Sales LLP

#5-4-187, 3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad, TG- 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy **PAN: ACQFS2044C GSTIN : 36ACQFS2044C1Z7**

Customer Details			
Billing Details	Shipping Details	DC No	29028
Modi Realty Mallapur LLP 5-4-187/3&4, IInd Floor, Soham Mansion M.G.Road Secunderabad, TELANGANA- 500003 GSTIN: 36AAEFM1459R1ZP	Sy.No 19, Mallapur Survey No 19, Mallapur, Hyderabad. NExt to NFC Rai, Hyderabad, Telangana- 500076	DC Date	19 Jan 2023
		PO No	20221114002
		PO Date	14 Nov 2022

S.No	Description Of Goods	HSN/SAC	Qty
1	CEMT1830-Cement-OPC-53-50kg-Bag		500.00

For Summit Sales LLP

Authorised signator

Subject to Hyderabad Jurisdiction

INWARD
MODI REALTY MALLAPUR LLP
Ward No 10021 Dt. 16/11/22
MRN No 20230124006 Dt. 24/01/23
Received By........ Sign........

04/02/23 12:02:44 PM

TRANSIT COPY

Tax Invoice

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Hyderabad, TG- 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy **PAN: ACQFS2044C GSTIN : 36ACQFS2044C1Z7**

Customer Details							
Billing Details		Shipping Details		Invoice No		28	
Modi Realty Mallapur LLP 5-4-187/3&4, IInd Floor, Soham Mansion M.G.Road Secunderabad, TELANGANA- 500003 GSTIN: 36AAEFM1459R1ZP		Sy.No 19, Mallapur Survey No 19, Mallapur, Hyderabad. NExt to NFC Rai, Hyderabad, Telangana- 500076		Invoice Date		19 Jan 2023	
				PO No		20221114002	
				PO Date		14 Nov 2022	
S.No	Description Of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	CEMT1830-Cement-OPC-53-50kg-Bag		500.00	262.00	1,31,000	28.00	36,680.00
				Total Taxable Amount	**1,31,000.00**		**36,680.00**
				Total Invoice Amount			**1,67,680.00**
IGST		**CGST**	**SGST**				
0.00		**18,340.00**	**18,340.00**				

Rupees : One Lakh Sixty Seven Thousands Six Hundred And Eighty Only.

Bank Details

Bank Name : Yes Bank

A/C No : 009763700001491

IFSC Code : YESB0000097

Branch : Secunderabad

INWARD
MODI REALTY MALLAPUR LLP
Ward No 10091 Dt 19/1/23
MRN No 202301244006 Dt 24/01/23
Received By... Sign...

For Summit Sales LLP

Authorised signator

19/01/23 10:13:41 AM

TAX INVOICE

Email : sbma233@gmail.com
Phone : 040 66784365
Cell No. : 09246524365

SRI BALAJI MARKETING ASSOCIATES

DEALERS: KCP,PARASAKTI, BIRLASHAKTI & RAMCO Cements
SHOP NO 3, SRT 343, JAWAHARNAGAR, ASHOKNAGAR, HYDERABAD

GSTIN : 36ACPPC4261Q1Z3

IRN : 54f1f784c81d2533f86575c313252c2d858b613b96391b79ed15bfb59f5e-a5b3
Ack No.: 112214550165292
Ack Date: 15-Nov-22

Billing Address	Shipping Address	
Name : **SUMMIT SALES LLP**	Name : **SUMMIT SALES LLP**	Invoice No. : 3054
Address: 5-4-187/34,MG ROAD, SECUNDERABAD	Address: GMR SITE MALLAPUR MR RAMPRASAD PH 8309938133	Date : 15-Nov-22
GSTIN: 36ACQFS2044C1Z7	GSTIN : 36ACQFS2044C1Z7	P.O No. : 20221114008
PAN No.:		P.O Date : 14-Nov-22
Phone :		Truck No. : TS15UA2851
		EwayBill No : 141555622449

Sl No.	Descriptions of Goods	HSN	Qty	Rate Incl. Tax	Taxable Amount	CGST 14 %	SGST 14 %	IGST 28 %
1	Parasakti OPC	25232910	500.00	342.00	1,33,593.75	18,703.13	18,703.13	
	TOTAL		500.00		1,33,593.75			

CGST Amount : 18,703.13
SGST Amount : 18,703.13
IGST Amount :

Total Taxable Amount	1,33,593.75
CGST 14%	18,703.13
SGST 14%	18,703.13
Round Off	(-)0.01
Grand Total	**1,71,000.00**

Value In Rs. : INR One Lakh Seventy One Thousand Only .

Bank	: HDFC BANK LTD	Bank	: ♦ Not Applicable
Branch Name	: RTC X Roads	Branch Name	:
Account No	: 50200050652389	Account No	:
IFS Code	: HDFC0000472	IFS Code	:

For SRI BALAJI MARKETING ASSOCIATES

"TRUE COPY"

SRI BALAJI MARKETING ASSOCIATES CELL: 9246524365 HYDERABAD.

Authorised Signatory

Terms & Conditions :

CERTIFICATE : Certified that the particulars given above are true correct and the amount indicated represents the price actually charged and that there is no flow of additional consideration directly or indirectly from the buyer .

4.

TAX INVOICE

: sbma233@gmail.com
Phone : 040 66784365
Cell No. : 09246524365

SRI BALAJI MARKETING ASSOCIATES

DEALERS: KCP,PARASAKTI, BIRLASHAKTI & RAMCO Cements
SHOP NO 3, SRT 343, JAWAHARNAGAR, ASHOKNAGAR, HYDERABAD

GSTIN : 36ACPPC4261Q1Z3

IRN : 54f1f784c81d2533f86575c313252c2d858b613b96391b79ed15bfb59f-5ea5b3
Ack No. : 112214550165292
Ack Date : 15-Nov-22

Billing Address	Shipping Address	
Name : SUMMIT SALES LLP	Name : SUMMIT SALES LLP	Invoice No. : 3054
Address : 5-4-187/34,MG ROAD, SECUNDERABAD	Address : GMR SITE MALLAPUR MR RAMPRASAD PH 8309938133	Date : 15-Nov-22
GSTIN : 36ACQFS2044C1Z7	GSTIN : 36ACQFS2044C1Z7	P.O No. : 20221114008
PAN No. :		P.O Date : 14-Nov-22
Phone :		Truck No. : TS15UA2851
		EwayBill No : 141555622449

Sl No.	Descriptions of Goods	HSN	Qty	Rate Incl. Tax	Taxable Amount	CGST 14 %	SGST 14 %	IGST 28 %
1	Parasakti OPC	25232910	500.00	342.00	1,33,593.75	18,703.13	18,703.13	
	TOTAL		500.00		1,33,593.75			

CGST Amount : 18,703.13
SGST Amount : 18,703.13
IGST Amount :

Total Taxable Amount	1,33,593.75
CGST 14%	18,703.13
SGST 14%	18,703.13
Round Off	(-)0.01
Grand Total	1,71,000.00

Value In Rs. : INR One Lakh Seventy One Thousand Only .

Bank	: HDFC BANK LTD	Bank	: SBI (Ashoknagar Branch)
Branch Name	: RTC X Roads	Branch Name	: Ashoknagar, Hyderabad
Account No	: 50200050652389	Account No	: 35706838384
IFS Code	: HDFC0000472	IFS Code	: SBIN0011658

INWARD
MODI REALTY MALLAPUR LLP 16/11/22
Ward No 10021 DL ......
DL......
MRN No ......
16/11/22
Received By ...... Sign......

For SRI BALAJI MARKETING ASSOCIATES

Authorised Signatory

Terms & Conditions :

CERTIFICATE : Certified that the particulars given above are true correct and the amount indicated represents the price actually charged and that there is no flow of additional consideration directly or indirectly from the buyer .

Purchase Order

Original

From Company:	Summit Sales LLP 5-4-187/3&4, IInd FloorSoham MansionM.G.Road Secunderabad,TELANGANA,500003 GSTNO:36ACQFS2044C1Z7	Delivery Location: NA ,, ,

Supplier Details				
Sri Balaji Marketing Associates Shop no 3, SRT 343, Jawahar Nagar, Ashok nagar, Hyderabad Hyderabad,TG, GSTIN:36ACPPC4261Q1Z3 Gganshyam,9246524365 sbma233@gmail.com	PO No	20221114008	Quote No	NIL
	PO Date	14 Nov 2022	Quote Date	15 Nov 2022
	Supply Type	Purchase Order		

SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	CEMT1830-Cement-OPC-53-50kg-Bag	500.00	259.37	0%	1,29,688	0%	14%	14%	0	18,156	18,156	1,66,000
								Total Amount ...	0	18,156	18,156	1,66,000

Rupees in words : One Lakh Sixty Six Thousands Only.

Terms and Conditions:-

Cement brand :	Parasakthi
Cement Hamali charges :	Loading included. Unloading extra @ Rs.5/- per bag.
Cement quantity	Payment shall be made on quantity delivered at site
Cement payment terms:	100% advance payment.
Tax :	Inclusive of GST and all other taxes.
Delivery Date :	Within 1days of PO
Delivery Location :	As per details given above
Transportation Cost :	Included.
Bill submission:	Vendor Shall submit proof of delivery+originak invoice at head office of purchaser

Purchase Order

Original

Remarks : Delivery at GMR Mallapur Contact Person Mr Ramprasad-8309938133.

For Summit Sales LLP	Accepted the above Terms And Conditions For Sri Balaji Marketing Associates
Authorised Signatory	
Name :-	
Sign:-	
Date :-	Date :-

APPROVED
15 NOV 2022
MINISH PARIKH
MANAGER PROCUREMENT

Requisition Form

Company Name	Summit Sales LLP	Date	14 Nov 2022
Site Or Phase	NA	Time	02:48:43
Flat/Villa/Other	Other	Req.No.	
Material required before date		ID No	20221114006

S.No	Description	Qty Required	Qty Available at Site	Order Qty	Last Rate	Inward No	Date
1	CEMT1830-Cement-OPC-53-50kg-Bag	500.00	0	500.00	350.00		

Remarks: site use purpose.

Prepared By :- Minish Parikh

Sign:-

Date :- 14 Nov 2022

Approved By:-

Sign:-

Date:-

Note: On receipt of material at site write inward number and date in last two columns

APPROVED
14 NOV 2022
MINISH PARIKH
MANAGER PROCUREMENT