PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21.03.23	Prepared by	V. RAVI	Serial no.	**15662**
Supplier name	SSLLP			HO inward no.	
Firm/Company	MRM LLP	Project	G.M.R	HO received date	
PO/WO date	01.12.22	PO/WO No.	94579	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	94579	24/1/23	1829-00	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1829-00
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	116659	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:	1829-00
Amount E – PO / WO value:	10,968.10
Amount F – Difference (A – E):	9139-00
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	22/03/23
Remarks:	final bill & close this P.O

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:		[signature]			
Date		21/03/23			
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. * SEC'BAD *
INWARD
No. 9698
Date 21/3/23
Sign

Form for closure of purchase order

PO no.: 94579		PO date: 1/12/22		Req. no.: 208390		Advice Scan ID	
Barcoded PO available	☑ Y/□ N	Invoice original available	□Y/☑N /□Copy available			POD available	☑Y/□ N

Data required from site/engineers:

MRN nos. related to PO 114695, / 116659

□ 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.

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

Prepared by: Basaveshwari Sign: [signature] Date: 10/03/23

Data required from accounts:

□ Checked with E&D for receipt of bills.

□ Bills not received against this PO. ☑ Part bill received against this PO. □ All bills received against this PO.

□ Advance paid against this PO Amount paid: Date of payment:

Details of part bill received:

Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier
1.	27358	03-12-2022	9,139/-	Yes
2.				
3.				

Remarks by Accountants:

Prepared by: Rajyalakshmi Sign: [signature] Date: 14/03/23

Notes: 1. POs/WOs issued for turnkey works - may have been processed by E&D. Check before filling the above.

Prepared by: Sign: Date:

Remarks by Ravi + details of bills to be approved:

Sl. No.	Bill no.	Bill date	Bill amount	MRN no.
1.	94579	24.01.23	1829.00	116659
2.				
3.				

Remarks: Balance Metal Invoice to be got from SSLLP.

Prepared by: Ravi Sign: [signature] Date: 16/3/23

Advice by MD - action to be taken.

□ Get certified bill from supplier (not original). ☑ Prepare bill in SSLLP for material supplied.

☑ Thereafter, prepare advice for credit to supplier and send to Soham for processing.

☑ Close PO □ Keep PO open. Material awaited

□ Accounts to be reconciled with supplier. Get supplier's ledger.

Remarks:

Approved by: Soham Sign: Date:

APPROVED BY
17 MAR 2023
SOHAM MODI
MANAGING DIRECTOR

Form for closure of purchase order dt 09-03-23 ver5.docx

Purchase Order

 09-02-2023 10:23:25 Original / Office Copy / Purchase Div.Copy

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details

Summit Sales LLP
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	94579	208390
Doc Date	01-12-2022	
Quote No	nil	
Quote Date	30-11-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	364700 - HARD-Hardware - SS Screws -Pan Head- - 8x38mm - Pkts	3.00	150.00	0.00	18.00	531.00
2	189800 - HARD-Hardware - SS Screws-CSK Head- - 8x32mm - Pkts	3.00	215.00	0.00	18.00	761.10
3	348000 - HARD-Hardware - SS Screws -CSK Head- - 6x25mm - Pkts	3.00	110.00	0.00	18.00	389.40
4	934100 - TOOL-Tools - Measurement Tape Steel--Freemans - 15mtrs - Nos	10.00	115.00	0.00	18.00	1,357.00
5	114900 - GENE-General Items - Recron-- - - - Nos	160.00	42.00	0.00	18.00	7,929.60
			Total Order Value . . .			**10,968.10**

Rupees : Ten Thousand Nine Hundred Sixty Eight and Paise Ten Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _______, 8309938133
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 club house 1st floor false ceiling work 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 ***Modi Reality Mallapur LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________ Name : ______________________ Date : __/__/____

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

Modi Reality Mallapur LLP

Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076

GSTIN : 36AAEFM1459R1ZP

DC No.	23304
DC Date.	03-12-2022
PO No.	94579
PO Date.	01-12-2022
Req ID	82037
Req Date	30-11-2022
Loc Req No	208390

	Description of Goods	HSN/SAC	Qty
1	364700 - HARD-Hardware - SS Screws -Pan Head- - 8x38mm - Pkts	73181500	3
2	934100 - TOOL-Tools - Measurement Tape Steel--Freemans - 15mtrs - Nos	70178010	5
3	114900 - GENE-General Items - Recron-- - - - Nos	55032000	160
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19			
20			

10200 03/12/22

114695 6/12/22

Received

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

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		
Modi Reality Mallapur LLP	DC No.	24252
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076	DC Date.	24-01-2023
	PO No.	94579
	PO Date.	01-12-2022
	Req ID	82037
GSTIN : 36AAEFM1459R1ZP	Req Date	30-11-2022
	Loc Req No	208390

	Description of Goods	HSN/SAC	Qty
1	189800 - HARD-Hardware - SS Screws-CSK Head- - 8x32mm - Pkts	73181500	3
2	348000 - HARD-Hardware - SS Screws -CSK Head- - 6x25mm - Pkts	73181500	3
3	934100 - TOOL-Tools - Measurement Tape Steel--Freemans - 15mtrs - Nos	70178010	5
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29	116659 25/01/23		
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mon

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 02-12-2022 10:58:50

94579
29.11.22 5:41:43

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details			
Summit Sales LLP	**Doc No**	94579	208390
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	01-12-2022	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	30-11-2022	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
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3	348000 - HARD-Hardware - SS Screws -CSK Head- - 6x25mm - Pkts	3.00	110.00	0.00	18.00	389.40
4	934100 - TOOL-Tools - Measurement Tape Steel--Freemans - 15mtrs - Nos	10.00	115.00	0.00	18.00	1,357.00
5	114900 - GENE-General Items - Recron-- - - - Nos	160.00	42.00	0.00	18.00	7,929.60
					Total Order Value . . .	**10,968.10**

Rupees : Ten Thousand Nine Hundred Sixty Eight and Paise Ten Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _______, 8309938133
Penality For Delay	Nil
Transportation Cost	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 club house 1st floor false ceiling work 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.'

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	27358	3-12-22	9,139/-
2.			
3.			
4.			
5.			

For *Modi Reality Mallapur LLP*

Authorised Signatory

Venkaiah 04/12/22

Name : ____________

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________

Date : __/__/____

Requisition Form							
Company Name:	MRMLLP						
Site & Phase :	Gulmohar Residency	Date	30-11-2022				
Unit No./Block No	Club House 1st Floor	Time:					
Supplier:							
Material required before date:	Urgent	Req. No.	208390				
		ID No.	82037				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	HARD1982-Hardware-SS Screws -Pan Head--8x38mm-Pkts 36420						
2	HARD1916-Hardware-SS Screws-CSK Head--8x32mm-Pkts 189800	3	0	3			
3	HARD4327-Hardware-SS Screws -CSK Head--6x25mm-Pkts 348000	3	0	3			
4	TOOL3390-Tools-Mesurment Tapes-Steel-Freemans- 5m-Nos 1c 934100	3	0	3			
5	GENE6616-General Items-Recron----Nos 114900	10	0	10			
6		160	0	160			
7							
8							
9							
10							
Remarks:	Club House 1st Floor false ceiling work purpose						
	P.O.no. 94579						
	Engineer	Project Manager		Purchase		MD	
Prepared By:	G. Bhagath						
Approved By:			APPROVED 01 DEC 2022 P. VENKATESHWARLU MANAGER PURCHASE				
Sign & Date:							

208360
208359

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			
Modi Reality Mallapur LLP		Invoice No.	28414
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076		Invoice Date.	24-01-2023
		PO No.	94579 ✓
		PO Date.	01-12-2022
		Req ID	82037
GSTIN : 36AAEFM1459R1ZP	PAN AAEFM1459R	Req Date	30-11-2022
		Loc Req No	208390

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	189800 - HARD-Hardware - SS Screws-CSK Head- -	73181500	3	215.00	645.00	18	116.10
2	348000 - HARD-Hardware - SS Screws -CSK Head-	73181500	3	110.00	330.00	18	59.40
3	934100 - TOOL-Tools - Measurement Tape	70178010	5	115.00	575.00	18	103.50
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15							

IGST	CGST	SGST				
			Total Taxable Amount	1,550.00		279.00
	139.50	139.50	Total Invoice Amount	1,829.00		

Rupees : One Thousand Eight Hundred Twenty Nine Only.

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP R.R. DIST. IN WARD No: 10472 Date: 24/1/23 Sign:

Subject to Hyderabad Jurisdiction