PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	30.03.23	Prepared by	V. RAVI	Serial no.	**16066**
Supplier name	Sri Balaji Marketing Associates			HO inward no.	
Firm/Company	SSL2P	Project	SSL2P	HO received date	
PO/WO date	25.03.22	PO/WO No.	86775	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	5819	25.03.22	129,150-00	✓□ Yes □ No
2.	5820	25.03.22	28,350-00	✓□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	157,500-00

Proof of delivery by way of: ✓□ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report

MRN nos.:		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:	157,500-00
Amount E – PO / WO value:	157,504-00
Amount F – Difference (A – E):	4-00
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	100 %. Advance Paid.

Remarks: final bill & close this P.O (NOTE:- Original invoice missing so through Certified True copy we are processing now.

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:		[signature]			
Date		30.03.23.			
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. 1051 Date 30/3/23 Sign.

Form for closure of purchase order

PO no.:	86715	PO date:	25/03/2022	Req. no.:	169616	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	106134, 106135
□ 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:	Full Matrial received (Inward No:- 18961, 18962)

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: Divya Jyothi | Sign: | Date: 29.03.23.

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 100%.	Amount paid: 1,57,500/- Date of payment: 04/04/22

Details of part bill received:

Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier
1.				
2.				
3.				

Remarks by Accountants:

Prepared by: B. Sudheer | Sign: Sudheer | Date: 29/03/23

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.	5819	25.03.22	129150-00	106134
2.	5820	25.03.22	28,350-00	106135
3.				

Remarks: Need MD's Approval for enclosed Certified True copies.

Prepared by: Ravi | Sign: V. RAVI | Date: 28.03.23.

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
29 MAR 2023
SOHAM MODI
MANAGING DIRECTOR

28/03/2023 16:10:01

Purchase Order

Original / Office Copy / Purchase Div.Copy

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details

Sri Bajajji Marketing Associates
Shop no.3,Street-343, jawaharnagar,Ashoknagar,Hyderabad-500020

GSTIN 36ACPPC4261Q1Z3

9246524365

Doc No	86775	169616
Doc Date	25-03-2022	
Quote No	NIL	
Quote Date	25-03-2022	
SupplyType	Supply	

Kind Attn : Mr. Ghanshyam

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 3002 - Cement - PPC - 50kgs - bags	500.00	246.10	0.00	28.00	157,504.00
Rupees : One Lakh(s) Fifty Seven Thousand Five Hundred Four Only.		**Total Order Value . . .**			**157,504.00**

Terms and Conditions :-

Specification /	All items shall be of Parashakthi brand/company
Payment Terms	100% as advance
Tax	All taxes included in above price.
Delivery Date	Immidiate
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation	Free Delivery.
Warranty	Nil
Advance Paid	Rs 1,57,500/-Cheque Dt.04/04/2022.
Other Terms	Hammali charges for loading & unloading extra @ Rs.5/- per bag.above order for MPL purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	FOR DELIVERY AT Mallapur MPL-Contact Person Mr Subba Reddy-7674808777.

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Sri Bajajji Marketing Associates***

Name : ____________________

Name : ____________________

Date : __/__/__

Purchase Order

86775
16.03.22 2:13:35

-2022 2:40:39 PM

From Company : **Summit Sales LLP**
5-4-157/3&4,II nd floor,MG Road, Secunderabad-500003.
G.S.T No. : 36ACQFS2044C1Z7

Supplier Details

Sri Bajaji Marketing Associates
Shop no 3,Street-343, Jawaharnagar,Ashoknagar,Hyderabad-500020

9246524365

Doc No	86775 169616
Doc Date	25-03-2022
Quote No	NIL
Quote Date	25-03-2022
SupplyType	Supply

Kind Attn : Mr. Ghanshvam

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST%	Amount
1 3002 - Cement - PPC - 50kgs - bags	500.00	246.10	0.00	28.00	157,504.00

Total Order Value . . . **157,504.00**

Rupees : One Lakh(s) Fifty Seven Thousand Five Hundred Four Only.

Terms and Conditions

Specification / Brand	All items shall be of Parashakthi brand/company
Payment Terms	100% as advance
Tax	All taxes included in above price
Delivery Date	Immediate
Delivery Location	Summit Housing LLP Chenapally Behind Kingston PG college, Hyderabad Phone : 9618244433, Hamendra
Penality For Delay	Nil
Transportation Cost	Free Delivery
Warranty	Nil
Advance Paid	Rs 1,57,500/-Cheque Dt.04/04/2022.
Other Terms	Hammali charges for loading & unloading extra @ Rs 5/- per bag above order for MPL purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	FOR DELIVERY AT Mallapur MPL-Contact Person Mr Subba Reddy-7674808777

For MDs APPROVAL

- [ ] High Value/quantity beyond limits.
- [x] Partially processed-post approval.
- [ ] Approved for technical details/clarification
- [ ] For replenishing SSLLP stock
- [ ] Other

APPROVED BY
26 MAR 2022
SOHAM MODI
MANAGING DIRECTOR

For Summit Sales LLP
Authorised Signatory
25/03/2022
Name :

Name :

Accepted the above Terms And Conditions
For Sri Bajaji Marketing Associates

Date :

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	25.03.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169616
Material required before date:		ID No.	74994

No	Description	Size	Quantity	Units	Inward No	Date
1	Cement -PPC PO 86775		500	Nos		

Remarks: For Site miscellaneous work purpose.

Prepared By	Vanajakshi	Approved by	
Sign.& Date	25.03..2022	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.

APPROVED
25 MAR 2022
MINISH PARIKH
MANAGER PROCUREMENT

APPROVED BY
26 MAR 2022
SOHAM MODI
MANAGING DIRECTOR

ORIGINAL

s**ma233@gmail.com

TAX INVOICE

Phone No : 040 66784365
Cell No : 09246524365
09346524365

SRI BALAJI MARKETING ASSOCIATES

DEALERS :KCP, PARASAKTI,BIRLASHAKTI,RAMCO & SUVARNA Cements.

SHOP NO3,SRT343,JAWAHARNAGAR,ASHOKNAGAR,HYDERABAD.500020.TELANGANA

GSTIN No:36ACPPC4261Q1Z3

Billing Address	Shipping Address		
MMIT SALES LLP	MPL MAYFLOWER SITE	INV NO:	5820
187/3&4,2ND FLOOR,MG ROAD		DATE :	25-03-2022
	MALLAPUR	PO NO:	86775/169616
CUNDERABAD		DATE :	
TIN No. 36ACQFS2044C1Z7	MR SUDHAKAR	TRUCK NO :	AP23W1092
N / AADHAR.NO	PH 7674808777	E WayBill No	
one No lavanya@modipropert			

S. No	Description Of Goods	HSN	QTY	RATE Incl GST	TAXABLE AMOUNT	CGST 14%	SGST 14%	IGST 28%
1	PARASAKTI PPC	25232930	90	315.00	22,148.44	3,100.78	3,100.78	
	Total		90		22,148.44			

INWARD
Inward No: 18909 Dt: 26/3/22
MRN No: 166831 Dt: 5/4
Received By:
MODI PROPERTIES PVT. LTD. Sy.No. 82/1
106134

CGST AMT : 3,100.78 IGST AMT :
SGST AMT : 3,100.78

TOTAL GST AMOUNT - 6,201.56
TAXABLE AMOUNT - 22,148.44
TOTAL TCS AMOUNT-

Value in Rs:
TWENTY EIGHT THOUSAND THREE HUNDRED AND FIFTY ONLY

R.off :
TOTAL: **28350.00**

Our Bank Details
Bank Name : S.B.I (ASHOKNAGAR BR)
Account No : 35706838384
RTGS/IFSC: SBIN0011658

Our Bank Details
Bank Name: HDFC BANK (RTC X ROAD BR)
Account No : 50200050652389
RTGS/IFSC : HDFC0000472

SUMMIT SALES LLP
INWARD
No. 92953
Date 5/4/22
R.R. DIST

For SRI BALAJI MARKETING ASSOCIATES

SRI BALAJI MARKETING ASSOCIATES

AUTHORISED SIGNATORY

Terms & Conditions:

Interest @ 24% will be charged if bill is not settled within 8 days.
Subject to HYDERABAD JURISDICTION.

CERTIFICATE : Certified that the particulars given above are true and correct and the amount ... price actually charged and that there is no flow of additional consideration directly or indirectly from the il - sbma233@gmail.com

ORIGINAL

TAX INVOICE

Phone No : 040 66784365
Cell No : 09246524365
09346524365

SRI BALAJI MARKETING ASSOCIATES

DEALERS :KCP, PARASAKTI,BIRLASHAKTI,RAMCO & SUVARNA Cements.

SHOP NO3,SRT343,JAWAHARNAGAR,ASHOKNAGAR,HYDERABAD.500020.TELANGANA

GSTIN No:36ACPPC4261Q1Z3

Billing Address	Shipping Address	
UMMIT SALES LLP -4-187/3&4,2ND FLOOR,MG ROAD SECUNDERABAD GSTIN No. 36ACQFS2044C1Z7 PAN / AADHAR.NO Phone No lavanya@modipropert	MAY FLOWER MPRL SITE MALLAPUR NFC MR SUBBAREDDY PH 7674808777	INV NO: 5819 DATE : 25-03-2022 PO NO: 86775/169616 DATE : TRUCK NO : AP23W1267 E WayBill No 191453451502

Sl. No	Description Of Goods	HSN	QTY	RATE Incl GST	TAXABLE AMOUNT	CGST 14%	SGST 14%	IGST 28%
1	PARASAKTI PPC	25232930	410	315.00	1,00,898.44	14,125.78	14,125.78	
	Total		410		1,00,898.44			

INWARD Inward No: 18761 Dt: 26/3/22 SL No: 10613 Dt: 5/4/22 Received By

CGST AMT : 14,125.78 IGST AMT :

SGST AMT : 14,125.78

TOTAL GST AMOUNT - 28,251.56

TAXABLE AMOUNT - 1,00,898.44

TOTAL TCS AMOUNT-

Value in Rs:

ONE LAKH TWENTY NINE THOUSAND ONE HUNDRED AND FIFTY ONLY

R.off :

TOTAL: **129150.00**

Our Bank Details
Bank Name : S.B.I (ASHOKNAGAR BR)
Account No : 35706838384
RTGS/IFSC: SBIN0011658

Our Bank Details
Bank Name: HDFC BANK (RTC X ROAD BR)
Account No : 50200050652389
RTGS/IFSC : HDFC0000472

SUMMIT SALES LLP INWARD No. 92952 Date 5/4/22 Sign R.S. DIST.

For SRI BALAJI MARKETING ASSOCIATES

AUTHORISED SIGNATORY

ms & Conditions:

Interest @ 24% will be charged if bill is not settled within 8 days.

Subject to HYDERABAD JURISDICTION.

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

(b)

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	15/04/22	Prepared by	Vanajakshi	Serial no.	3090
Supplier name	Sri Balaji Malketing Associates			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	25/3/22	PO/WO No.	86775	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	5820	25/3/22	28,350/-	☑ Yes □ No
2.	5819	25/3/22	129150/-	□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	157500/-

Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report

MRN nos.:	106134, 106135	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:	157500/-
Amount E – PO / WO value:	157,504/-
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	18/04/22
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Vanajakshi	APPROVED			
Sign:	[signature]	19 APR 2022			
Date	15/04/22	MINISH PARIKH MANAGER PROCUREMENT			
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.

mail - sbma233@gmail.com

ORIGINAL

TAX INVOICE

Phone No : 040 66784365
Cell No : 09246524365
09346524365

SRI BALAJI MARKETING ASSOCIATES

DEALERS :KCP, PARASAKTI,BIRLASHAKTI,RAMCO & SUVARNA Cements.

SHOP NO3,SRT343,JAWAHARNAGAR,ASHOKNAGAR,HYDERABAD.500020.TELANGANA

GSTIN No:36ACPPC4261Q1Z3

Billing Address	Shipping Address		
SUMMIT SALES LLP	**MAY FLOWER MPRL SITE**	**INV NO:**	5819
5-4-187/3&4,2ND FLOOR,MG ROAD	MALLAPUR NFC	**DATE :**	25-03-2022
SECUNDERABAD	MR SUBBAREDDY	**PO NO:**	86775/169616
GSTIN No. 36ACQFS2044C1Z7	PH 7674808777	**DATE :**	
PAN / AADHAR.NO		**TRUCK NO :**	AP23W1267
Phone No lavanya@modipropert		**E WayBill No**	191453451502

Sl. No	Description Of Goods	HSN	QTY	RATE Incl GST	TAXABLE AMOUNT	CGST 14%	SGST 14%	IGST 28%
1	PARASAKTI PPC	25232930	410	315.00	1,00,898.44	14,125.78	14,125.78	
	Total		410		1,00,898.44			

CGST AMT :	14,125.78	**IGST AMT :**	
SGST AMT :	14,125.78		

TOTAL GST AMOUNT -	**28,251.56**
TAXABLE AMOUNT -	**1,00,898.44**
TOTAL TCS AMOUNT-	
R.off :	
TOTAL:	**129150.00**

Value in Rs:

ONE LAKH TWENTY NINE THOUSAND ONE HUNDRED AND FIFTY ONLY

Our Bank Details
Bank Name : S.B.I (ASHOKNAGAR BR)
Account No : 35706838384
RTGS/IFSC: SBIN0011658

Our Bank Details
Bank Name: HDFC BANK (RTC X ROAD BR)
Account No : 50200050652389
RTGS/IFSC : HDFC0000472

For SRI BALAJI MARKETING ASSOCIATES

SRI BALAJI MARKETING ASSOCIATES CELL: 9246524365 HYDERABAD

AUTHORISED SIGNATORY

Terms & Conditions:

1) Interest @ 24% will be charged if bill is not settled within 8 days.
2) Subject to HYDERABAD JURISDICTION.

CERTIFICATE : Certified that the particulars given above are true and 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

"TRUE COPY"

Email - sbma233@gmail.com

ORIGINAL

TAX INVOICE

Phone No : 040 66784365
Cell No : 09246524365
09346524365

SRI BALAJI MARKETING ASSOCIATES

DEALERS :KCP, PARASAKTI,BIRLASHAKTI,RAMCO & SUVARNA Cements.

SHOP NO3,SRT343,JAWAHARNAGAR,ASHOKNAGAR,HYDERABAD.500020.TELANGANA

GSTIN No:36ACPPC4261Q1Z3

Billing Address	Shipping Address		
SUMMIT SALES LLP	MPL MAYFLOWER SITE	INV NO:	5820
5-4-187/3&4,2ND FLOOR,MG ROAD	MALLAPUR	DATE :	25-03-2022
SECUNDERABAD	MR SUDHAKAR	PO NO:	86775/169616
GSTIN No. 36ACQFS2044C1Z7	PH 7674808777	DATE :	
PAN / AADHAR.NO		TRUCK NO :	AP23W1092
Phone No lavanya@modipropert		E WayBill No	

Sl. No	Description Of Goods	HSN	QTY	RATE Incl GST	TAXABLE AMOUNT	CGST 14%	SGST 14%	IGST 28%
1	PARASAKTI PPC	25232930	90	315.00	22,148.44	3,100.78	3,100.78	
	Total		90		22,148.44			

CGST AMT :	3,100.78	**IGST AMT :**	
SGST AMT :	3,100.78		
TOTAL GST AMOUNT -	**6,201.56**		
TAXABLE AMOUNT -	**22,148.44**		
TOTAL TCS AMOUNT-			
R.off :			
TOTAL:	**28350.00**		

Value in Rs:

TWENTY EIGHT THOUSAND THREE HUNDRED AND FIFTY ONLY

Our Bank Details
Bank Name : S.B.I (ASHOKNAGAR BR)
Account No : 35706838384
RTGS/IFSC: SBIN0011658

Our Bank Details
Bank Name: HDFC BANK (RTC X ROAD BR)
Account No : 50200050652389
RTGS/IFSC : HDFC0000472

For SRI BALAJI MARKETING ASSOCIATES

SRI BALAJI MARKETING ASSOCIATES CELL: 9246524365 HYDERABAD

AUTHORISED SIGNATORY

Terms & Conditions:

1) Interest @ 24% will be charged if bill is not settled within 8 days.
2) Subject to HYDERABAD JURISDICTION.

"TRUE COPY"

CERTIFICATE : Certified that the particulars given above are true and 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