PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	07/04/2023	Prepared by	MINISH	Serial no.	16297
Supplier name	SSLLP.			HO inward no.	
Firm/Company	Mahesh Desai and others	Project	PH complex	HO received date	
PO/WO date	25/02/2023	PO/WO No.	97578.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	29081	02/03/2023	1,328/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,328/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	Recieved by chand Mohammed.	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:	1,328/-
Amount E – PO / WO value:	1,328/-
Amount F – Difference (A – E):	-NIL-
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	08/04/2023.
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:					
Date		07 APR 2023			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

MINISH PARIKH
MANAGER PROCUREMENT

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

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		
Mahesh Desai & Others	Invoice No.	DB - 29081
PM Complex, MG Road, Secunderabad	Invoice Date.	02-03-2023
	PO No.	97578
	PO Date.	25-02-2023
	Req ID	84649
GSTIN : 36 PAN .	Req Date	25-02-2023
	Loc Req No	199162

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	198000 - ELCD-Electrical - Conducting Bends -PVC-	39174000	60	18.76	1,125.60	18	202.60
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	1,125.60		202.60
	101.30	101.30	Total Invoice Amount	1,328.21		

Rupees : One Thousand Three Hundred Twenty Eight and Paise Twenty One Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
INWARD
No. 106537
Date 2/3/23
Sign
R.R. DIST.

Purchase Order

 25-02-2023 15:51:23

97578
16.02.23 5:15:17

From Company : **Mahesh Desai and Others**
5-4-187/3 & 4/4, I Floor, M.G.Road, Secunderabad - 500003
G S T No. :

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	97578	199162
	Doc Date	25-02-2023	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	25-02-2023	
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	198000 - ELCD-Electrical - Conducting Bends -PVC- - 25X1.5mm - Nos	60.00	18.76	0.00	18.00	1,328.21
					Total Order Value . . .	**1,328.21**

Rupees : One Thousand Three Hundred Twenty Eight and Paise Twenty One Only.

Terms and Conditions :-

Specification /	All items shall be of ___ brand/company
Payment Terms	After Delivery & Production of bill.
Tax	All taxes included in above price.
Delivery Date	Next day.
Delivery Location	P M Complex M.G.Road, Secunderabad Phone. .
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	nil
Other Terms	We reserve the right items not confirming to qlty & specs. Above order for internal electrical 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 invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.

For ***Mahesh Desai and Others***
Authorised Signatory

Name : 27/02/2023

Accepted the above Terms And Conditions
For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

Requisition Form						
Company Name:	MAHESH DESAI & OTHERS	Date:	25-02-2023			
Site & Phase :	PM MODI COMPLEX	Time:	10:35			
Unit No./Block No.						
Supplier:		Req. No.	199162			
Material required before date:	URGENT 97578	ID No.	84649			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1 198000	ELEC9531-Electrical-PVC-Conducting Bends--25X1.5mm-Nos	60		60		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	above material order for pm modi complex caller area electrical work					
	Engineer	Project Manager		Purchase		MD
Prepared By:	CHAND MOHAMMOD					
Approved By:						
Sign & Date:	Mohammad 25/02/23					

APPROVED
27 FEB 2023
MINISH PARIKH
MANAGER PROCUREMENT

DELIVERY CHALLAN

SUMMIT SALES LLP

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

M/s Mahesh desai and other

Site: P.m complex Secunderabad

DC No.	5477
Date	27/2/23
Vehicle No.	TS10VA9778
P.O. / W.O. No.	97578
P.O. / W.O. Date	25/2/23

Sl. No.	PARTICULARS	Quantity
1	PVC Bend 25 X 1.5 mm	60 Nos
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
		60 Nos

27/02/23

GSTIN :

Received the above materials in good condition.

Received by : Somesh

Stamp:

Date :

SUMMIT SALES LLP
INWARD
No. 87093
Date 01/3/23
R.R. DIST.

For SUMMIT SALES LLP

Authorised Signatory