PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	05/05/23	Prepared by	V. RAVI	Serial no.	17523
Supplier name	SSLLP.			HO inward no.	
Firm/Company	MNRK LLP	Project	G.H.T	HO received date	
PO/WO date		PO/WO No.		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	DB - 29286	18/04/23	15,705.80	☑ Yes ☐ No
2.			/	☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	15,705.80
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 118499	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:	15,705.80
Amount E – PO / WO value:	159,065.18
Amount F – Difference (A – E):	143,359.38
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	06/05/23.
Remarks:	final bill & close this Po.

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:		[signature]			
Date		05/05/23			
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. 1427
Date 5/5/23
Sign 3

Form for closure of purchase order

PO no.:	97721	PO date:	02/03/23	Req. no.:	142690	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	118347, 118348, 118375, 118499

☐ 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: Last Rec Material DC Attached.

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: D. Devi	Sign: D. Devi	Date: 04/05/23.

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.	29249	17-03-2023	79,330/-	
2.	29238	15-03-2023	24,978/-	
3.	29237	15-03-2023	38,929/-	

Remarks by Accountants: part bill's Received.

Prepared by:	Sign:	Date:

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

Prepared by: S. Aryalllu	Sign: S. Aryalllu	Date: 04/05/2023

Remarks by Ravi + details of bills to be approved:

Sl. No.	Bill no.	Bill date	Bill amount	MRN no.
1.	DB-29286	18.04.23	15,705.80	118499.
2.				
3.				

Remarks: Need MD's Approval to enclosed Invoice.

Prepared by: Ravi	Sign:	Date: 04/05/23.

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
-5 MAY 2023
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

 04-05-2023 15:44:16 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**	97721	142690
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	02-03-2023	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	01-03-2023	
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	104100 - DOOR-Doors - Panel door-2Panel - - 825Wx2075Hmmx32mm - Nos	15.00	2,369.00	0.00	18.00	41,931.30
2	205800 - HARD-Hardware - SS Hinges-Per 1 piece-Dorset - - - Nos	105.00	226.00	0.00	18.00	28,001.40
3	547600 - HARD-Hardware - Cylinderacal Lock--Dorset - - - Nos	35.00	541.00	0.00	18.00	22,343.30
4	647800 - HARD-Hardware - Magnetic door stopper-- - - - Nos	25.00	110.00	0.00	18.00	3,245.00
5	673500 - DOOR-Doors - Internal beading-Salwood- - 2100Lx37.50Wx18.75Hmm - Nos	100.00	117.60	0.00	18.00	13,876.80
6	163900 - DOOR-Doors - Panel door-2Panel - - 675Wx2075Hmmx32mm - Nos	13.00	1,925.00	0.00	18.00	29,529.50
7	854100 - HARD-Hardware - Mortise Lock--Dorset - - - Nos	5.00	2,662.00	0.00	18.00	15,705.80
8	331500 - DOOR-Doors - Panel door-2Panel - - 675Wx2025Hmmx32mm - Nos	2.00	1,878.00	0.00	18.00	4,432.08
					Total Order Value . . .	**159,065.18**

Rupees : One Lakh(s) Fifty Nine Thousand Sixty Five and Paise Eighteen Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	Within 30 days of delivery.
Tax	GST included in above price.
Delivery Date	Within 7 days
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 A-block flat no 603 &

Accepted the above Terms And Conditions

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

For ***Summit Sales LLP***

Authorised Signatory

Date : __/__/____

Name : ____________________

Name : ____________________

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	DC No.	24988
Mehta & Modi Realty Kowkur LLP	DC Date.	18-04-2023
Sy No. 196, Kowkur, Hyderabad, 500010	PO No.	97721
	PO Date.	02-03-2023
	Req ID	84789
	Req Date	01-03-2023
GSTIN : 36ABLFM7631F1Z3	Loc Req No	142690

	Description of Goods	HSN/SAC	Qty
1	854100 - HARD-Hardware - Mortise Lock--Dorset - - - Nos	83014090	5
2			
3			
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INWARD
Inward No: 14091 Dt: 18/04/23
MRN No: 118499 Dt: 19/04/23
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

91

Purchase Order

 02-03-2023 10:52:40

97721
16.02.23 5:15:19

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-50...
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Summit Sales LLP	**Doc No**	97721	142690
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	02-03-2023	
	Quote No	Nil	
GSTIN- 36ACQFS2044C1Z7	**Quote Date**	01-03-2023	
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	104100 - DOOR-Doors - Panel door-2Panel - - 825Wx2075Hmmx32mm - Nos	15.00	2,369.00	0.00	18.00	41,931.30
2	205800 - HARD-Hardware - SS Hinges-Per 1 piece-Dorset - - - Nos	105.00	226.00	0.00	18.00	28,001.40
3	547600 - HARD-Hardware - Cylinderacal Lock--Dorset - - - Nos	35.00	541.00	0.00	18.00	22,343.30
4	647800 - HARD-Hardware - Magnetic door stopper-- - - - Nos	25.00	110.00	0.00	18.00	3,245.00
5	673500 - DOOR-Doors - Internal beading-Salwood- - 2100Lx37.50Wx18.75Hmm - Nos	100.00	117.60	0.00	18.00	13,876.80
6	163900 - DOOR-Doors - Panel door-2Panel - - 675Wx2075Hmmx32mm - Nos	13.00	1,925.00	0.00	18.00	29,529.50
7	854100 - HARD-Hardware - Mortise Lock--Dorset - - - Nos	5.00	2,662.00	0.00	18.00	15,705.80
8	331500 - DOOR-Doors - Panel door-2Panel - - 675Wx2025Hmmx32mm - Nos	2.00	1,878.00	0.00	18.00	4,432.08
				Total Order Value . . .		**159,065.18**

Rupees : One Lakh(s) Fifty Nine Thousand Sixty Five and Paise Eighteen Only.

Part Material Delivered
1/4/23

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms Within 30 days of delivery.

Tax GST included in above price.

Delivery Date Within 7 days

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

For MDs APPROVAL
- [x] High Value/quantity beyond limits.
- [ ] Po/Req. processed-post approval.
- [ ] Approval for technical details/clarification.
- [ ] Replenishing SSLLP stock
- [ ] Other

APPROVED BY
02 MAR 2023
SOHAM MODI
MANAGING DIRECTOR

Bill 29237 - 38962/42
15/3/23
Bill 29238 - 24999/48
"
Bill 29249 - 79397/
17/3 143359/3

Accepted the above Terms And Conditions

For *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

Veeru 02/02/23

Name :

For *Summit Sales LLP*

Name :

All Id No. 136344 Date : __/__/__

Purchase Order

 02-03-2023 10:52:40 Original / Office Copy / Purchase Div.Copy

Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order for A-block flat no 603 & 604 ,614,615 & 616 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 invoice must be sent to HO or purchase site office.Proof of delivery/DC can be sent by email.

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

Authorised Signatory

Veeerl

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	Mehta & Modi Realty KowkurLLP	Date:	2023-03-01			
Site & Phase :	GHT	Time:	12-40 pm			
Unit No./Block No.	A Blcok					
Supplier:	SSLLP	Req. No.	142690			
Material required before date:	2023-03-03	ID No.	84789			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	DOOR3345-Doors-Panel door-2Panel --975Wx2025HMMx32MM-Nos					
2	DOOR1041-Doors-Panel door-2Panel --825Wx2075HMMx32MM-Nos	15		15		
3	HARD2058-Hardware-SS Hinges-Per 1 piece-Dorset--Nos	105		105		
4	HARD5476-Hardware-Cylinderacal Lock--Dorset--Nos	35		35		
5	HARD6478-Hardware-Magnetic door stopper----Nos 97721	25		25		
6	DOOR6735-Doors-Internal beading-Salwood--2100Lx37.50Wx18.75HMM-Nos	100		100		
7	DOOR1639-Doors-Panel door-2Panel --675Wx2075HMMx32MM-Nos	13		13		
8	HARD8541-Hardware-Mortise Lock--Dorset--Nos	5		5		
9	DOOR3315-Doors-Panel door-2Panel --675Wx2025HMMx32MM-Nos	2		2		
10						
Remarks:	A Blcok Flat no 603 & 604 &614 615 & 616					
	Engineer	Project Manager		Purchase		MD
Prepared By:	D Devi					
Approved By:	A Suresh					
Sign & Date:	2023-03-01					

APPROVED
02 MAR 2023
P. VENKATESHWARLU
MANAGER PURCHASE

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

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

Customer Details			
Mehta & Modi Realty Kowkur LLP		Invoice No.	DB - 29286
Sy No. 196, Kowkur, Hyderabad, 500010		Invoice Date.	18-04-2023
		PO No.	97721
		PO Date.	02-03-2023
		Req ID	84789
		Req Date	01-03-2023
GSTIN : 36ABLFM7631F1Z3	PAN ABLFM7631F	Loc Req No	142690

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	854100 - HARD-Hardware - Mortise Lock--Dorset - -	83014090	5	2662.00	13,310.00	18	2,395.80
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	13,310.00	2,395.80
	1,197.90	1,197.90	Total Invoice Amount	15,705.80	

Rupees : Fifteen Thousand Seven Hundred Five and Paise Eighty Only.

for Summit Sales LLP

SUMMIT SALES LLP R.R. DIST. IN WARD No. 108338 Date: 18/4 Sign.

SUMMIT SALES LLP SEC'BAD

Authorised signatory

Subject to Hyderabad Jurisdiction