PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	16/5/23	Prepared by	V. RAVI	Serial no.	17953
Supplier name	S.S.L.L.P.			HO inward no.	
Firm/Company	MRMLLP	Project	G.M.R.	HO received date	
PO/WO date	02.03.23	PO/WO No.	97746.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	DB-29279	31.03.23	81,514.99	✓ □ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	81,514.99
Proof of delivery by way of: ✓ □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 118143	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:	81,514.99
Amount E – PO / WO value:	81.514.99
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	18/5/23.
Remarks: final bill & close this P.O.	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:		[signature]			
Date		16/5/23.	✓		
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED BY
18 MAY 2023
SOHAM MODI
MANAGING DIRECTOR

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. 2012
Date 16/5/23
Sign

Form for closure of purchase order

PO no.: 97146	PO date: 02/03/23	Req. no.: 209068	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		
□ 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

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: Sk. Gireshee	Sign:	Date: 08/05/23

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.				
2.				
3.				

Remarks by Accountants:

Prepared by: Rajyalakshmi	Sign:	Date: 15-05-23

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.	DB-29279	31.03.23	81,514.99	118143.
2.				
3.				

Remarks: Need MD's Approval for enclosed Invoice.

Prepared by: Ravi	Sign:	Date: 15/5/23

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
15 MAY 2023
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

 06-05-2023 16:39:12

Original Office Copy Purchase Div Copy

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**	97746	209068
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**	02-03-2023	
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	578100 - TLFL-Tiles - Floor Tiles-Vitrified-Nitco-Bottochino Fiorito - 600x1200mm - sqm 79Boxes	115.00	592.63	0.00	18.00	80,419.89
2	6251 - Miscellaneous - Hamali Charges - NA - Sqm	115.00	8.07	0.00	18.00	1,095.10
			Total Order Value . . .			**81,514.99**

Rupees : Eighty One Thousand Five Hundred Fourteen and Paise Ninty Nine Only.

Terms and Conditions :-

Specification / Brand	All items shall be of Nitco & Ispira brand/company
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price
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 C- Block villa no 507 tiles laying work purpose
Completion Date	NA
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 ***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, M.G. Road, secunderabad - 500 003.
Tel : 040 - 6633 5551

M/s Modi Realty Mallapur LLP

Site: GMR

DC No.	: 5553
Date	: 13/03/2023
Vehicle No.	: TS10UH5629
P.O. / W.O. No.	: 97746
P.O. / W.O. Date	: 2/03/2023

Sl. No.	PARTICULARS	Quantity
1	Battochino fiorito 600mm × 1200mm	115 sqm
2		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

MODI REALTY MALLAPUR LLP
Inward No 11696 Dt 21/3/23
GRN No 11 Dt

Received By

GSTIN :

Received the above materials in good condition.

Received by : Bhagath

Stamp:

Date : 13/03/2023

For SUMMIT SALES LLP

Authorised Signatory

Mr. Ravi

TAX INVOICE

Summit Sales LLP

ORIGINAL INVOICE

#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.	DB - 29279
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge,500076	Invoice Date.	31-03-2023
	PO No.	97746
	PO Date.	02-03-2023
	Req ID	84805
GSTIN : 36AAEFM1459R1ZP PAN AAEFM1459R	Req Date	02-03-2023
	Loc Req No	209068

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	578100 - TLFL-Tiles - Floor	69072100	115	592.63	68,152.45	18	12,267.44
	79Boxes						
2	6251 - Miscellaneous - Hamali Charges - NA - Sqm		115	8.07	928.05	18	167.04
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	69,080.50		12,434.48
	6,217.24	6,217.24	Total Invoice Amount	81,514.99		

Rupees : Eighty One Thousand Five Hundred Fourteen and Paise Ninty Nine Only.

SUMMIT SALES LLP R.R. DIST. INWARD No. 167642 Date 31/3/23 Sign.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

DELIVERY CHALLAN

SUMMIT SALES LLP

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

M/s Modi Realty Mallapur LLP

Site: GMR

DC No.	:	5553
Date	:	13/03/2023
Vehicle No.	:	TS 10 UH 5629
P.O. / W.O. No.	:	97746
P.O. / W.O. Date	:	2/03/2023

Sl. No.	PARTICULARS	Quantity
1	Battochino fiorito 600mm x 1200mm	115 Sq/m
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

INWARD
MODI REALTY MALLAPUR LLP
Inward No 11696 Dt 21/3/23
MRN No 118423 Dt 23/03/23
Received By... Sign

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 87833
Date: 5/4
Sign:

GSTIN :

Received the above materials in good condition.

Received by :

Stamp:

Date : 13/03/2023

For SUMMIT SALES LLP

Authorised Signatory

Purchase Order

 02-03-2023 4:40:11 PM Origin... Div Copy

97746
16.02.23 5:15:19

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**	97746	209068
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**	02-03-2023	
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	578100 - TLFL-Tiles - Floor Tiles-Vitrified-Nitco-Bottochino Fiorito - 600x1200mm - sqm *79Boxes*	115.00	592.63	0.00	18.00	80,419.89
2	6251 - Miscellaneous - Hamali Charges - NA - Sqm	115.00	8.07	0.00	18.00	1,095.10
	Total Order Value . . .					**81,514.99**

Rupees : Eighty One Thousand Five Hundred Fourteen and Paise Ninty Nine Only.

Terms and Conditions :-

Specification /	All items shall be of Nitco & Ispira brand/company
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
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 C- Block villa no.507 tiles laying work purpose.
Completion Date	NA
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 MDs APPROVAL
- ☐ High Value/quantity beyond limits.
- ☑ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification
- ☐ Replenishing SSLLP stock
- ☐ Other

APPROVED BY
04 MAR 2023
SOHAM MODI
MANAGING DIRECTOR

For *Modi Reality Mallapur LLP*

Authorised Signatory

Veent 01/03

Name : ____________

Contact - -

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MRMLLP	Date:	02.03.23				
Site & Phase :	GMR	Time:					
Unit No./Block No	C-507 Tiles Laying work done						
Supplier:		Req. No.	209068				
Material required before date	Urgent	ID No.	84805.				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	TILE7752-Tiles-Floor Tiles-Vitrified-Nitco Bottochino Fiorito-600x1200mm-Sqm	115	0	115			
2							
3							
4	97746.						
5							
6							
7							
8							
9							
10							
Remarks	C-507 Tiles Laying work done						
	Engineer	Project Manager		Purchase		MD	
Prepared By	K Srikanth	Ram Prasad					
Approved By							
Sign & Date	02.03.23	APPROVED BY 02 MAR 2023 M. RAM PRASAD (G M R) Project Manager		APPROVED 02 MAR 2023 P. VENKATESHWARLU MANAGER PURCHASE			