

**PURCHASE DIVISION**  
Advice for approval for credit to supplier

|                                                               |                             |                                                                                                                                                                           |                     |
|---------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| Date: 16/7/20                                                 |                             | Prepared by: SOWMYA                                                                                                                                                       |                     |
| PO/WO no. 68798                                               |                             | PO/WO Date. 11/7/20                                                                                                                                                       |                     |
| Supplier Name ss llp                                          |                             | PO/WO amount 165                                                                                                                                                          |                     |
| Firm/Company Mehta & Modi security kowkur llp                 |                             | Project Mehta & Modi kowkur                                                                                                                                               |                     |
| Sl. No.                                                       | Bill No.                    | Bill Date                                                                                                                                                                 | Bill amount         |
| 1.                                                            | 12318                       | 15/7/20                                                                                                                                                                   | 165                 |
| 2.                                                            |                             |                                                                                                                                                                           |                     |
| 3.                                                            |                             |                                                                                                                                                                           |                     |
| Amount A – Bills total (Excluding Transport & Hamali Charges) |                             |                                                                                                                                                                           | 165                 |
| Sl. No.                                                       | DC No.                      | DC Date                                                                                                                                                                   | MRN No.             |
| 1.                                                            | 10351                       | 15/7/20                                                                                                                                                                   | 81221               |
| 2.                                                            |                             |                                                                                                                                                                           |                     |
| 3.                                                            |                             |                                                                                                                                                                           |                     |
| 4.                                                            |                             |                                                                                                                                                                           |                     |
| Amount B – Other Credits :                                    |                             |                                                                                                                                                                           |                     |
| Amount C – Other Debits :                                     |                             |                                                                                                                                                                           |                     |
| Amount D (D=A+B-C) – Amount to be credited to the supplier    |                             |                                                                                                                                                                           | 165                 |
| Amount E – PO / WO value:                                     |                             |                                                                                                                                                                           | 165                 |
| Amount F – Difference (A – E):                                |                             |                                                                                                                                                                           |                     |
| Quantity received as per PO / WO                              |                             | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below) |                     |
| Is difference between PO, Bill acceptable                     |                             | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (explained below)                                                                                     |                     |
| Excess / short material received                              |                             | <input checked="" type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)                                                     |                     |
| Close PO / WO                                                 |                             | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)                             |                     |
| Advance paid / PDC given (deduct when paying)                 |                             | <input checked="" type="checkbox"/> Yes Rs. /- <input type="checkbox"/> No                                                                                                |                     |
| Payment – due date                                            |                             | 18/7/20                                                                                                                                                                   |                     |
| Remarks:                                                      |                             |                                                                                                                                                                           |                     |
|                                                               |                             |                                                                                                                                                                           |                     |
|                                                               |                             |                                                                                                                                                                           |                     |
| Approved by                                                   | Purchase Officer            | Purchase Manager                                                                                                                                                          | Procurement Manager |
| MD                                                            | Accounts – receiver of bill | Accountant                                                                                                                                                                | Accounts Manager    |
| Sign:                                                         |                             |                                                                                                                                                                           |                     |
| Date                                                          | 16/7/20                     |                                                                                                                                                                           |                     |

Notes: 1. In case amount to be credited to supplier and the bill total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/-. 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

## TAX INVOICE

**Summit Sales LLP**

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

Email: purchase@modiproperties.com

**GSTIN/UNI: 36ACQFS2044C1Z7****ORIGINAL INVOICE**

Supplier / Customer / Transporter - Copy

1 of 1 : 15-07-2020

| Customer Details                                                                               |                                                           |         |      | Invoice No.          |        | 12318      |         |
|------------------------------------------------------------------------------------------------|-----------------------------------------------------------|---------|------|----------------------|--------|------------|---------|
| Mehta & Modi Realty Kowkur LLP<br>Sy No. 196, Kowkur, Hyderabad<br><br>GSTIN : 36ABLFM7631F1A3 |                                                           |         |      | Invoice Date.        |        | 15-07-2020 |         |
|                                                                                                |                                                           |         |      | PO No.               |        | 68798      |         |
|                                                                                                |                                                           |         |      | PO Date.             |        | 11-07-2020 |         |
|                                                                                                |                                                           |         |      | Req ID               |        | 58345      |         |
|                                                                                                |                                                           |         |      | Req Date             |        | 08-07-2020 |         |
|                                                                                                |                                                           |         |      | Loc Req No           |        | 140248     |         |
|                                                                                                | Description of Goods                                      | HSN/SAC | Qty  | Rate                 | Gross  | Tax%       | Tax Amt |
| 1                                                                                              | 7529 - Stationery - other - File Folders - NA - nos<br>A4 |         | 30   | 5.50                 | 165.00 | 0          | 0.00    |
| 2                                                                                              |                                                           |         |      |                      |        |            |         |
| 3                                                                                              |                                                           |         |      |                      |        |            |         |
| 4                                                                                              |                                                           |         |      |                      |        |            |         |
| 5                                                                                              |                                                           |         |      |                      |        |            |         |
| 6                                                                                              |                                                           |         |      |                      |        |            |         |
| 7                                                                                              |                                                           |         |      |                      |        |            |         |
| 8                                                                                              |                                                           |         |      |                      |        |            |         |
| 9                                                                                              |                                                           |         |      |                      |        |            |         |
| 10                                                                                             |                                                           |         |      |                      |        |            |         |
| 11                                                                                             |                                                           |         |      |                      |        |            |         |
| 12                                                                                             |                                                           |         |      |                      |        |            |         |
| 13                                                                                             |                                                           |         |      |                      |        |            |         |
| 14                                                                                             |                                                           |         |      |                      |        |            |         |
| 15                                                                                             |                                                           |         |      |                      |        |            |         |
| IGST                                                                                           |                                                           | CGST    | SGST | Total Taxable Amount |        | 165.00     | 0.00    |
|                                                                                                |                                                           | 0.00    | 0.00 | Total Invoice Amount |        | 165.00     |         |
| Rupees : One Hundred Sixty Five Only.                                                          |                                                           |         |      |                      |        |            |         |

Rupees : One Hundred Sixty Five Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



## Purchase Order

Page(s) 1 Of 1

11-07-2020 17:33:05

Orig



68798

08.07.20 3:08:59

From Company : **Mehta & Modi Realty Kowkur LLP**  
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-5000C  
G S T No. : 36ABLFM7631F1Z3

### Supplier Details

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

**GSTIN** 36ACQFS2044C1Z7

040-66335551

9618244433

|                   |            |        |
|-------------------|------------|--------|
| <b>Doc No</b>     | 68798      | 140248 |
| <b>Doc Date</b>   | 11-07-2020 |        |
| <b>Quote No</b>   | Nil        |        |
| <b>Quote Date</b> | 11-07-2020 |        |
| <b>SupplyType</b> | Supply     |        |

**Kind Attn : Hamendra, Prabhakar**

Purchase Order for the Supply of following Items.

| Item Name                                                   | Qty   | Rate | Dis% | GST  | Amount        |
|-------------------------------------------------------------|-------|------|------|------|---------------|
| 1 7529 - Stationery - other - File Folders - NA - nos<br>A4 | 30.00 | 5.50 | 0.00 | 0.00 | 165.00        |
| <b>Total Order Value . . .</b>                              |       |      |      |      | <b>165.00</b> |

Rupees : One Hundred Sixty Five 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** Greenwood Heights

Sy no: 196, Kowkur.

Phone. 040-66335551

**Penalty 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 site use purpose.

**Completion Date** Nil

**Measurment** Nil

**Security** Nil

**Remarks**

For **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : \_\_\_\_\_

Name : \_\_\_\_\_

Date : \_\_\_\_/\_\_\_\_/\_\_\_\_

# Requisition Form

| Company Name:                     |             | MEHTA AND MODI<br>REALTY KOWKUR LLP |          | Date:        |           | 08.07.2020 |  |
|-----------------------------------|-------------|-------------------------------------|----------|--------------|-----------|------------|--|
| Site & Phase:                     |             | GHT                                 |          | Time:        |           | 10:30      |  |
| Supplier:                         |             | SSLLP                               |          | Req. No.     |           | 140248     |  |
| Material required before :        |             | Urgent                              |          | ID No.       |           | 58345      |  |
| No                                | Description | Size                                | Quantity | Units        | Inward No | Date       |  |
| 1                                 | Clear files | Big                                 | 30       | No.s         |           |            |  |
|                                   |             |                                     |          |              |           |            |  |
|                                   |             |                                     |          |              |           |            |  |
|                                   |             |                                     |          |              |           |            |  |
|                                   |             |                                     |          |              |           |            |  |
|                                   |             |                                     |          |              |           |            |  |
|                                   |             |                                     |          |              |           |            |  |
|                                   |             |                                     |          |              |           |            |  |
|                                   |             |                                     |          |              |           |            |  |
|                                   |             |                                     |          |              |           |            |  |
|                                   |             |                                     |          |              |           |            |  |
|                                   |             |                                     |          |              |           |            |  |
|                                   |             |                                     |          |              |           |            |  |
|                                   |             |                                     |          |              |           |            |  |
|                                   |             |                                     |          |              |           |            |  |
| Remarks: For sales office purpose |             |                                     |          |              |           |            |  |
| Prepared by                       |             | N.Shravya                           |          | Approved by  |           | A.Suresh   |  |
| Sign.& Date                       |             | 08.07.2020                          |          | Sign. & Date |           | 08.07.2020 |  |

APPROVED  
13 JUL 2020  
MINISH PARIKH  
MANAGER PROCUREMENT

**Summit Sales LLP**

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

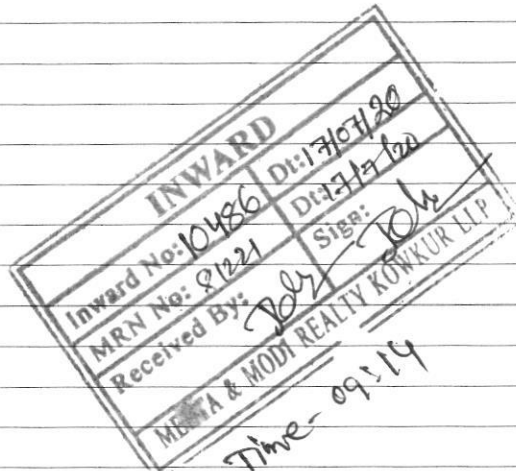
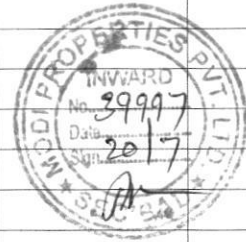
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

**GSTIN/UNI: 36ACQFS2044C1Z7**

1 of 1 : 15-07-2020

| Customer Details                                                |                                                     | DC No.     | 10351      |
|-----------------------------------------------------------------|-----------------------------------------------------|------------|------------|
| Mehta & Modi Realty Kowkur LLP<br>Sy No. 196, Kowkur, Hyderabad |                                                     | DC Date.   | 15-07-2020 |
|                                                                 |                                                     | PO No.     | 68798      |
|                                                                 |                                                     | PO Date.   | 11-07-2020 |
|                                                                 |                                                     | Req ID     | 58345      |
|                                                                 |                                                     | Req Date   | 08-07-2020 |
| GSTIN : 36ABLFM7631F1A3                                         |                                                     | Loc Req No | 140248     |
|                                                                 | Description of Goods                                | HSN/SAC    | Qty        |
| 1                                                               | 7529 - Stationery - other - File Folders - NA - nos |            | 30         |
| 2                                                               |                                                     |            |            |
| 3                                                               |                                                     |            |            |
| 4                                                               |                                                     |            |            |
| 5                                                               |                                                     |            |            |
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| 16                                                              |                                                     |            |            |
| 17                                                              |                                                     |            |            |
| 18                                                              |                                                     |            |            |
| 19                                                              |                                                     |            |            |
| 20                                                              |                                                     |            |            |
| 21                                                              |                                                     |            |            |
| 22                                                              |                                                     |            |            |
| 23                                                              |                                                     |            |            |
| 24                                                              |                                                     |            |            |
| 25                                                              |                                                     |            |            |
| 26                                                              |                                                     |            |            |
| 27                                                              |                                                     |            |            |
| 28                                                              |                                                     |            |            |
| 29                                                              |                                                     |            |            |
| 30                                                              |                                                     |            |            |



for Summit Sales LLP

Authorised Signatory

Subject to Hyderabad Jurisdiction

**Summit Sales LLP**

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

Email: purchase@modiproperties.com

**TRANSIT COPY**

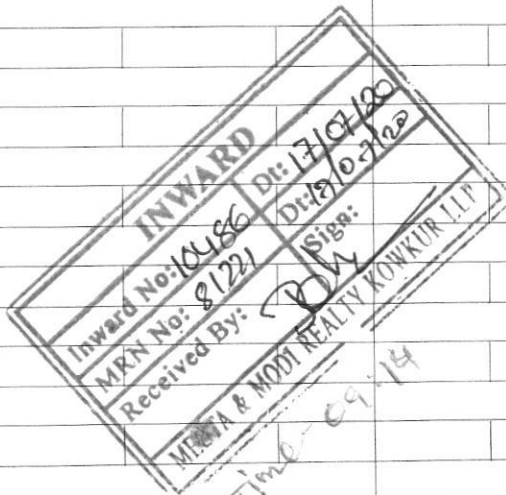
Supplier / Customer / Transporter - Copy

**GSTIN/UNI: 36ACQFS2044C1Z7**

1 of 1 : 15-07-2020

| Customer Details               |                                                     |         |     | Invoice No.          | 12318      |        |         |
|--------------------------------|-----------------------------------------------------|---------|-----|----------------------|------------|--------|---------|
| Mehta & Modi Realty Kowkur LLP |                                                     |         |     | Invoice Date.        | 15-07-2020 |        |         |
| Sy No. 196, Kowkur, Hyderabad  |                                                     |         |     | PO No.               | 68798      |        |         |
| GSTIN : 36ABLFM7631F1A3        |                                                     |         |     | PO Date.             | 11-07-2020 |        |         |
|                                |                                                     |         |     | Req ID               | 58345      |        |         |
|                                |                                                     |         |     | Req Date             | 08-07-2020 |        |         |
|                                |                                                     |         |     | Loc Req No           | 140248     |        |         |
|                                | Description of Goods                                | HSN/SAC | Qty | Rate                 | Gross      | Tax%   | Tax Amt |
| 1                              | 7529 - Stationery - other - File Folders - NA - nos |         | 30  | 5.50                 | 165.00     | 0      | 0.00    |
|                                | A4                                                  |         |     |                      |            |        |         |
| 2                              |                                                     |         |     |                      |            |        |         |
| 3                              |                                                     |         |     |                      |            |        |         |
| 4                              |                                                     |         |     |                      |            |        |         |
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| 13                             |                                                     |         |     |                      |            |        |         |
| 14                             |                                                     |         |     |                      |            |        |         |
| 15                             |                                                     |         |     |                      |            |        |         |
| IGST                           |                                                     |         |     | Total Taxable Amount |            | 165.00 | 0.00    |
| CGST                           |                                                     |         |     | Total Invoice Amount |            | 165.00 |         |
| SGST                           |                                                     |         |     |                      |            |        |         |
| 0.00                           |                                                     |         |     |                      |            |        |         |
| 0.00                           |                                                     |         |     |                      |            |        |         |

Rupees : One Hundred Sixty Five Only.



for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction