


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

Date:		29/8/20		Prepared by:		SOWMYA	
PO/WO no.		69779		PO / WO Date.		29/8/20	
Supplier Name		Sslp.		PO/WO amount		795	
Firm/Company		Mehta & Modi realty		Project		Fowkullp	
Sl. No.	Bill No.	Bill Date	Bill amount				
1.	12867	26/8/20.	795				
2.							
3.							
4.							
Amount A – Bills total(Excluding Transport & Hamali Charges):			795				
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	10859	26/8/20	82332	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B –Other Credits :			-				
Amount C –Other Debits :			-				
Amount D (D=A+B-C) – Amount to be credited to the supplier:			795				
Amount E – PO / WO value:			795				
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 type="checkbox"/> Yes <input type="checkbox"/> No (explained below)				
Excess / short material received			<input type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)				
Close PO / W?O			<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 type="checkbox"/> Yes – Rs. ___/- <input type="checkbox"/> No				
Payment – due date			29.8.2020				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	29/8/20	1/9					

Notes: 1. In case amount to be credited to supplier and the bills 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/-

**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 : 26-08-2020

Customer Details				Invoice No.	12867			
Mehta & Modi Realty Kowkur LLP Sy No. 196, Kowkur, Hyderabad  GSTIN : 36ABLFM7631F1A3				Invoice Date.	26-08-2020			
				PO No.	69779			
				PO Date.	24-08-2020			
				Req ID	59247			
				Req Date	20-08-2020			
				Loc Req No	140263			
Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt		
1 7514 - Stationery - other - Cello Tape - other - nos		2	40.00	80.00	18	14.40		
2 7605 - Stationery - other - Whitner Pen - NA - nos	9608	2	21.00	42.00	18	7.56		
3 4046 - Consumables - Phynyle - 1Ltr - nos	2907	5	48.00	240.00	18	43.20		
4 4066 - Consumables - Water bottle - NA - nos		6	52.00	312.00	18	56.16		
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
IGST	CGST	SGST	Total Taxable Amount		674.00	121.32		
	60.66	60.66	Total Invoice Amount		795.32			

Rupees : Seven Hundred Ninty Five and Paise Thirty Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



# Purchase Order

Page(s) 1 Of 1

24-08-2020 3:03:41 PM



69779

21.08.20 11:16:08

From Company : **Mehta & Modi Realty Kowkur LLP**  
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500  
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>	69779	140263
<b>Doc Date</b>	24-08-2020	
<b>Quote No</b>	Nil	
<b>Quote Date</b>	24-08-2020	
<b>SupplyType</b>	Supply	

**Kind Attn : Hamendra,Prabhakar**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7514 - Stationery - other - Cello Tape - other - nos	2.00	40.00	0.00	18.00	94.40
2 7605 - Stationery - other - Whitner Pen - NA - nos	2.00	21.00	0.00	18.00	49.56
3 4046 - Consumables - Phinyle - 1Ltr - nos	5.00	48.00	0.00	18.00	283.20
4 4066 - Consumables - Water bottle - NA - nos	6.00	52.00	0.00	18.00	368.16
<b>Total Order Value . . .</b>					<b>795.32</b>

Rupees : Seven Hundred Ninty Five and Paise Thirty Two Only.

## Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	GST included in above price.
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 items 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:		MMR KOWKUR LLP	Date:		19-08-2020	
Site & Phase :		GHT	Time:		16:30	
Supplier		SSLLP	Req. No.		140263	
Material required before date:		22.08.2020	ID No.		59247	
No	Description	Size	Quantity	Units	Inward No	Date
1	White tapes	Big	02	No.s		
2	Whitener	Std	02	No.s		
3	Phenyl	500ml	05	No.s		
4	Water bottles	1 ltr	06	No.s		
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9						
10						
Remarks: - For site office purpose						
Prepared By		N. Shravya	Approved by		A. Suresh	
Sign. & Date		19-08-2020	Sign. & Date		19-08-2020	

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

# 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**

1 of 1 : 26-08-2020

Customer Details		DC No.	10859
Mehta & Modi Realty Kowkur LLP Sy No. 196, Kowkur, Hyderabad  GSTIN : 36ABLFM7631F1A3		DC Date.	26-08-2020
		PO No.	69779
		PO Date.	24-08-2020
		Req ID	59247
		Req Date	20-08-2020
		Loc Req No	140263
Description of Goods		HSN/SAC	Qty
1	7514 - Stationery - other - Cello Tape - other - nos		2
2	7605 - Stationery - other - Whitner Pen - NA - nos	9608	2
3	4046 - Consumables - Phynyle - 1Ltr - nos	2907	5
4	4066 - Consumables - Water bottle - NA - nos		6
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**INWARD**  
 Inward No: 108594  
 MRN No: 52332  
 Received By: *[Signature]*  
 Dt: 26/08/20  
 Dt: 27/8/2020  
 Sign: *[Signature]*  
 MEHTA & MODI REALTY KOWKUR LLP  
 Time - 15:19

for Summit Sales LLP

*[Signature]*  
 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

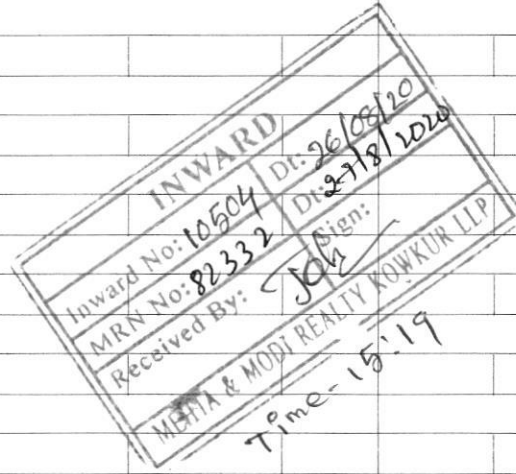
TRANSIT COPY

Supplier / Customer / Transporter - Copy

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	60.66	60.66	Total Invoice Amount	795.32		
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