Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Purchase Voucher

No. : PUR/10396 10394
Ref.: **549 dt. 20-Jul-2020**

Dated : **28-Jul-2020**

Party's Name: **SUP-Shubham Enterprises**
5-2-288/B, Opp Arya Samaj Lane Secunderabad
Phone No. 040-66318150 / 66568150
GSTIN/UIN : **36AMRPG2711M1ZT**

Particulars		Amount
Electrical GST 18%(P)	*6,903.00*	**₹ 8,146.00**
Input CGST	*621.27*	
Input SGST	*621.27*	
OIE-Rounded Off	*0.46*	

On Account of :
Being amount credited to shubham enterprises towards purchase of electrical material against inv no: 549 dt: 20.07.2020 vide po no: 68839 dt: 14.07.2020

Amount (in words) :
Indian Rupees Eight Thousand One Hundred Forty Six Only

for SUP-Shubham Enterprises

Prepared by: krishnaveni

Approved by

Receiver's Signature

6

Scan Id - 44492

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21/7/20.	Prepared by:	SOWMYA
PO/WO no.	68859.	PO / WO Date.	14/7/20
Supplier Name	Shubham Enterprises	PO/WO amount	7,986.24
Firm/Company		Project	SSllp.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	549	20/7/20.	8,146
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			8,146.

Sl. No.	DC No	DC Date	MRN No.	DC matches MRN
1.			81335	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No
Amount B – Other Credits :				–
Amount C – Other Debits :				–
Amount D (D=A+B-C) – Amount to be credited to the supplier:				8,146.
Amount E – PO / WO value:				7,986.
Amount F – Difference (A – E):				–

Quantity received as per PO /WO	☐ Yes ☑ Excess received ☐ Short received ☐ Other (explained below)
Is difference between PO / Bill acceptable?	~~☐ Yes ☐ No (explained below)~~
Excess / short material received	~~☐ Approved – within acceptable limits~~ ☐ No (explained below)
Close PO / W?O	☑ Yes ☒ No – wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	☐ Yes – Rs. ____/- ☑ No
Payment – due date	25.7.2020

Remarks: Excess received

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya D				[signature]		
Date	21/7/20	23/7			27/7/2020		

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/-

GSTIN : 36AMRPG2711M1ZT

TAX INVOICE

Ph : (O) : 66318150
: 66568150
: 66568151

SHUBHAM ENTERPRISES

5-2-288/D, Hyderbasti, Lane Opp. Arya Samaj, Secunderabad - 500 003.
E-mail : shubhamentp1999@yahoo.co.uk

Invoice No. : 549 **Date :** 20-Jul-2020 P.O. No. : 68839/14706 Date : 20-Jul-2020

Reverse Charge (Y/N) : No D.C. No. : Date :

State : Telangana State Code : 36 Vehicle No. : E-Way Bill No. :

Bill to Party :	Ship to Party :
SUMMIT SALES LLP 5-4-187 / 3& 4, II ND FLOOR, MG ROAD , SECUNDERABAD - 500003 SECUNDERABAD State: Telangana(36) **GSTIN No.: 36ACQFS2044C1Z7**	**SUMMIT SALES LLP** 5-4-187 / 3& 4, II ND FLOOR, MG ROAD , SECUNDERABAD - 500003 SECUNDERABAD State: Telangana(36) **GSTIN No.: 36ACQFS2044C1Z7**

DESCRIPTION	HSN CODE	QUANTITY	RATE Rs. Ps.	AMOUNT Rs. Ps.
1 R.G.6 T.V WIRE FINOLEX	8544	612 METER	11.28	6,903.00
				6,903.00
CGST TAX 9 %				621.27
SGST TAX 9%				621.27
ROUNDED				0.46
Indian Rupees Eight Thousand One Hundred Forty Six Only				8,146.00

INWARD	
Inward No: 14605	Dt: 20/7/20
MRN No: 81335	Dt: 20/7/20
Received By:	Sign:
SUMMIT SALES LLP	

Certified by:

Stores Manager

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 67695
Date 21/7

863964910

Despatched Through :
Destination :

SUDHAKAR PIPES AND FITTINGS | Honeywell THE POWER OF CONNECTED | norisys® | Bharat M.S. Pipes | SUDHAKAR WIRES AND CABLES | HAVELLS

1.Goods once sold will not be taken back.
2.Interest 24% p.a. will be applicable after due date.
3.Subject to Secunderabad Jurisdiction.
4.Cheque return Charges Rs. 500/-
5.Bank Details : **PUNJAB NATIONAL BANK, Account No. : 3631001600000013**
IFS Code : PUNB0363100

E.&O.E.

For **SHUBHAM ENTERPRISES**

Purchase Order

 14-07-2020 4:44:09 PM

68839
15.07.20 12:16:57

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details

Shubham Enterprises
5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003

GSTIN 36AMRPG2711M1ZT 6656-8151..
040-66318150/23468151 9849153774

Doc No	68839	14706
Doc Date	14-07-2020	
Quote No	Nil	
Quote Date	14-07-2020	
SupplyType	Supply	

Kind Attn : Viral.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4710 - Electrical - wires - TV wire - RG-6 - mtrs *6 coils*	600.00	11.28	0.00	18.00	7,986.24
					Total Order Value . . .	**7,986.24**

Rupees : Seven Thousand Nine Hundred Eighty Six and Paise Twenty Four 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	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra,9502266233, Mahesh.
Penality For Delay	Nil
Transportation Cost	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above items for Stock maintain purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***
Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions
For ***Shubham Enterprises***

Name : ____________________

Date : __/__/___

Requisition Form

Company Name:	SSLLP	Date:	11.7.2020
Site & Phase :	SHLLP	Time:	16.00
Supplier		Req. No.	14706
Material required before date:		ID No.	58438

No	Description	Size	Quantity	Units	Inward No	Date
1	MCB	10A	48	NOS		
2	STREET LIGHT 68838	25W	10	NOS		
3	RG 6 -TV WIRE		600	MTRS		
4	VIDEO DOOR PHONE 68839		10	NOS		
5						
6						
7						
8						
9						

APPROVED
13 JUL 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: FOR STOCK MAINTENANCE

Prepared By	SOWMYA	Approved by	
Sign.& Date	11.07.2020	Sign. & Date	

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

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Purchase Voucher

No. : **PUR10397** 10395
Ref.: **045 dt. 1-Jul-2020**

Dated : **28-Jul-2020**

Party's Name: **Paridhi Enterprises**
103,Premier Residency,Begumpet
Secunderabad
GSTIN/UIN : **36ARVPM0998B1ZB**

Particulars		Amount
Cement GST 28%(P)	*1,25,000.00*	**₹ 1,60,000.00**
Input CGST	*17,500.00*	
Input SGST	*17,500.00*	

On Account of :
Being amount credited to paridhi enterprises towards enterprises towards purchase of cement against inv no: 045 dt: 01.07.2020 vide po no: 68369 dt:29.06.2020

Amount (in words) :
Indian Rupees One Lakh Sixty Thousand Only

for SUP-Paridhi Enterprises

Prepared by: krishnaveni   Approved by   Receiver's Signature

3

Scan Id- 44498

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	24/7/2020	Prepared by:	K. R. Charyulu
PO/WO no.	68369	PO / WO Date.	29/6/2020
Supplier Name	Paridi Enterprises	PO/WO amount	3,29,600/-
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	045	1/7/2020	1,60,000/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,60,000/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			81010	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount B –Other Credits :_	—
Amount C –Other Debits :_	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	—
Amount E – PO / WO value:	1,60,000/-
Amount F – Difference (A – E):	3,29,600/- 1,69,600 ~~1,89,600~~
Quantity received as per PO /WO	□ Yes □ Excess received ~~□ Short received □ Other~~ (explained below)
Is difference between PO / Bill acceptable?	□ Yes □ ~~No (explained below)~~
Excess / short material received	□ Approved – within acceptable limits □ No (explained below)
Close PO / W?O	☑ Yes □ No – wait for balance material □ No (explained below)
Advance paid / PDC given (deduct when paying)	□ ~~Yes – Rs._____/-~~ □ No
Payment – due date	27/7/2020

Remarks:_

Final bill received.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	APPROVED BY 25 JUL 2020 SOHAM MODI MANAGING DIRECTOR	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	[signature]		[signature]		
Date	24/7/2020	25/7	27/7/20		27/7/2020		

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

Tax Invoice

(ORIGINAL FOR RECIPIENT)

PARIDHI ENTERPRISES (2019-21)
103, Premir Residency, Begumpet
Hyderabad-500016
GSTIN/UIN: 36ARVPM0998B1ZB
State Name : Telangana, Code : 36
E-Mail : enterprisesparidhi@gmail.com

Invoice No. **045**	Dated **1-Jul-2020**
Delivery Note **045**	Mode/Terms of Payment **Imm**
Supplier's Ref. **045**	Other Reference(s)
Buyer's Order No. **68369**	Dated **29-Jun-2020**
Despatch Document No. **045**	Delivery Note Date **2-Jul-2019**
Despatched through **Local Vechile**	Destination **MPL Site , Mallapur**
Vessel/Flight No. **TS 09 UC 3391**	Place of receipt by shipper:
City/Port of Loading	City/Port of Discharge
Terms of Delivery **Imm**	

Consignee
Summit Sales LLP
MPL SITE , MALLAPUR
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Buyer (if other than consignee)
Summit Sales LLP
5-4-187/3&4, 2nd Floor , MG Road , Secunderabad
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36
Place of Supply : Telangana

Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
CEMENT	2523	**500 BAG**	250.00	BAG	**1,25,000.00**
Output CGST 14%			14	%	**17,500.00**
Output SGST 14%			14	%	**17,500.00**
Total		**500 BAG**			**₹ 1,60,000.00**

Amount Chargeable (in words)
INR One Lakh Sixty Thousand Only

E. & O.E

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
2523	1,25,000.00	14%	17,500.00	14%	17,500.00	35,000.00
Total	1,25,000.00		17,500.00		17,500.00	35,000.00

Tax Amount (in words) : **INR Thirty Five Thousand Only**

MODI PROPERTIES PVT. LTD. SECBAD
INWARD No. 7316 Date 1/7/20 Sign.

Company's PAN : **ARVPM0998B**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

Company's Bank Details
Bank Name : **ORIENTAL BANK OF COMMERCE**
A/c No. : **07064011000568**
Branch & IFS Code: **AMEERPET & ORBC0100706**

for PARIDHI ENTERPRISES (2019-21)

PARIDHI ENTERPRISES * HYD *

Authorised Signatory

This is a Computer Generated Invoice

Tax Invoice *(DUPLICATE FOR TRANSPORTER)*

PARIDHI ENRTERPRISES (2019-21)
103, Premir Residency, Begumpet
Hyderabad-500016
GSTIN/UIN: 36ARVPM0998B1ZB
State Name : Telangana, Code : 36
E-Mail : enterprisesparidhi@gmail.com

Invoice No. **045**	Dated **1-Jul-2020**
Delivery Note **045**	Mode/Terms of Payment **Imm**
Supplier's Ref. **045**	Other Reference(s)
Buyer's Order No. **68369**	Dated **29-Jun-2020**
Despatch Document No. **045**	Delivery Note Date **2-Jul-2019**
Despatched through **Local Vechile**	Destination **MPL Site , Mallapur**
Vessel/Flight No. **TS 09 UC 3391**	Place of receipt by shipper:
City/Port of Loading	City/Port of Discharge
Terms of Delivery **Imm**	

Consignee
Summit Sales LLP
MPL SITE , MALLAPUR
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Buyer (if other than consignee)
Summit Sales LLP
5-4-187/3&4, 2nd Floor , MG Road , Secunderabad
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36
Place of Supply : Telangana

Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
CEMENT	2523	**500 BAG**	250.00	BAG	**1,25,000.00**
Output CGST 14%			14	%	**17,500.00**
Output SGST 14%			14	%	**17,500.00**
Total		**500 BAG**			**₹ 1,60,000.00**

Amount Chargeable (in words) *E. & O.E*
INR One Lakh Sixty Thousand Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
2523	1,25,000.00	14%	17,500.00	14%	17,500.00	35,000.00
Total	**1,25,000.00**		**17,500.00**		**17,500.00**	**35,000.00**

Tax Amount (in words) : **INR Thirty Five Thousand Only**

Company's Bank Details
Bank Name : **ORIENTAL BANK OF COMMERCE**
A/c No. : **07064011000568**
Branch & IFS Code: **AMEERPET & ORBC0100706**

Company's PAN : **ARVPM0998B**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for PARIDHI ENRTERPRISES (2019-21)

PARIDHI ENTERPRISES * HYD *

Authorised Signatory

This is a Computer Generated Invoice

TAX INVOICE

GST : 36ARVPM0998B1ZB

PARIDHI ENTERPRISES

a unit of paridhi group

103, Premier Residency, Near Chiran Fort Club, Begumpet, Hyd - 16.
+91 99499 35500, +91 90527 69793, +91 93463 98091
enterprises@paridhigroup.com | **www.paridhigroup.com**

M/S : Summit Sales LLP
5-4-187/3&4, IInd Floor, MG Road, Secunderabad, T.S.

GST : 36ACQFS2044C1Z7

Invoice No: 045

Lorry No: ~~AP 39U 3434~~ TS09UC3391

P.O. No: ~~68389~~ 68369

Date: 01/07/2020

Payment Terms: Imm

Date: 29/06/2020

HSN CODE	DESCRIPTION	Nos.	QTY	RATE	TOTAL AMOUNT
2523	Cement		~~200Bag~~	~~250/-~~	~~50000/-~~
			500Bag	250/-	125000/-
	Delivery at:- ~~GMR Site~~ MPL Site Mallapur,			CGST 14%	17500/-
				SGST 14%	17500/-
				Total	160000/-

Bank Details:

Oriental Bank Of Commerce
A/c No: 07064011000568
IFSC No: ORBC0100706
Branch: Ameerpet, Hyderabad

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD No. 67346
Date. 11/7/20
Sign.

TOTAL AMOUNT	~~50000/-~~
~~14%~~ CGST%	~~7000/-~~
~~14%~~ SGST%	~~7000/-~~
~~IGST%~~	~~64000/-~~
GRAND TOTAL	

Rupees In Words:

For PARIDHI ENTERPRISES

PARIDHI ENTERPRISES * HYD *

TAX INVOICE

GST : 36ARVPM0998B1ZB

PARIDHI ENTERPRISES

a unit of paridhi group

103, Premier Residency, Near Chiran Fort Club, Begumpet, Hyd - 16.
+91 99499 35500, +91 90527 69793, +91 93463 98091
enterprises@paridhigroup.com | www.paridhigroup.com

M/S : Summit Sales LLP
5-4-187/3&4, IInd Floor, MG Road,
Secunderabad, T.S.

GST : 36ACQFS2044C1Z7

Invoice No: 045
Lorry No: ~~AP 39U 3434~~ TS 09UC 3391
P.O. No: ~~68369~~ 68369

Date: 01/07/2020
Payment Terms: Imm
Date: 29/06/2020

HSN CODE	DESCRIPTION	Nos.	QTY	RATE	TOTAL AMOUNT
2523	Cement		~~200Bag~~	~~250/-~~	~~50,000/-~~
			500Bag	250/-	125000/-
	Delivery at: ~~GMR Site~~ MPL Site Mallapur.			14% CGST	17500/-
				14% SGST	17500/-
				Total	1,60,000/-

Bank Details:
Oriental Bank Of Commerce
A/c No: 07064011000568
IFSC No: ORBC0100706
Branch: Ameerpet, Hyderabad

TOTAL AMOUNT	~~50000/-~~
~~14% CGST%~~	~~7000/-~~
~~14% SGST%~~	~~7000/-~~
~~IGST%~~	~~64000/-~~
GRAND TOTAL	

Rupees In Words:

For PARIDHI ENTERPRISES

PARIDHI ENTERPRISES * HYD *

Purchase Order
noted

 29-06-2020 14:10:47

Ori

68369
24.06.20 12:19:12

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details

Paridi Enterprises
103, Premier Residency, Near: Chiran fort club, Begumpet, Hyderabad 16, TS.

GSTIN 36ARVPM0998B1ZB
9949935500 9949935500

Doc No	68369	14668
Doc Date	29-06-2020	
Quote No	NIL	
Quote Date	29-06-2020	
SupplyType	Supply	

Kind Attn : Ashish

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3002 - Cement - PPC - 50kgs - bags *PPC*	500.00	250.00	0.00	28.00	160,000.00
2	3001 - Cement - 53 grade - 50kgs - bags *OPC*	500.00	265.00	0.00	28.00	169,600.00
	Rupees : Three Lakh(s) Twenty Nine Thousand Six Hundred Only.				**Total Order Value . . .**	**329,600.00**

Terms and Conditions :-

Specification / Brand	All items shall be of Suvarna___ brand/company
Payment Terms	10 Days PDC
Tax	Included in the above price
Delivery Date	within 2 days
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra,9502266233, Mahesh.
Penality For Delay	Nil
Transportation Cost	Included in the above prices
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the rights to the items not conforming to qty & specs. Hamali chrges extra Rs:5/- bag.Above order is for site use purspose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	FOR DELIVERY AT SITE :MPL site CONTACT PERSON MR.Narender Reddy mobile no:7680971999

Bill - 052 - 6/7/20 - 1,69,600.
received

Balance - 1,60,000.

For *Summit Sales LLP*
Authorised Signatory

Name : 29/06/2020

Accepted the above Terms And Conditions
For *Paridi Enterprises*

Name : ____________

Date : __/__/__

Requisition Form - Openable Aluminium Windows										
Company		SOV LLP		Site&Phase	SOV					
Req. no.		155883		Req. Date	17.07.20					
Material required before		25.07.20		ID no.	58585					
Prepared by:		G.chandra kanth		Approved by (sign):						
Flat / Block no:		V no 62,63,64,65								
Name of the Supplier :-										
Type D 1605 Sft 3BHK Order Value:		1	Villas							
Type B 1790 Sft 2BHK Order Value:		0	Villas							
Type C 1605 3BHK Order Value:		0	Villas							
S No.	Item Description	Units	Qty required forType A 1620 Sft 3BHK flat	Qty required forType B 1790 Sft 2BHK flat	Qty required Type C 1605 3BHK flats requirement	Quantity required	Qty Available at site	Balance Qty to be ordered	Inward No	Date
1	(3 Track) Sliding Window 6' x 4'	No's	14		-	14	-	14		
2	Openable Windows (Ven) 2' x 2'	No's	8	-	-	8		8		
3	(3 Track) Sliding Window 4' x 4'	No's	1	-	-	1	-	1		
4	Openable Windows (Ven) 2' x 4'	No's	5	-	-	5	-	5		
5	Fixed Windows 3' x 4'	No's	4	-	-	4	-	4		
6	(3 Track) Sliding Window 3'X3'6"	No's	4	-	-	4	-	4		
	Total		-					36		
	Note:- W.Order to Sai Rohit									

Requisition Form

Company Name:	SSLLP	Date:	29.06.2020
Site & Phase :	SHLLP	Time:	12.30
Supplier		Req. No.	14668
Material required before date:		ID No.	58059

No	Description	Size	Quantity	Units	Inward No	Date
1	PPC CEMENT		500	BAGS		
2	OPC CEMENT 68369		500	BAGS		
3						
4						
	29/06/2020					

Remarks: Delivery at MPL

Prepared By	SOWMYA	Approved by	
Sign.& Date	29.06.2020	Sign. & Date	

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

APPROVED BY
29 JUN 2020
SOHAM MODI
MANAGING DIRECTOR