PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25/3/21	Prepared by:	NEHA
PO/WO no.	75464	PO / WO Date.	10/3/21
Supplier Name	SSLLP	PO/WO amount	582.4/-
Firm/Company	Mehta Enodi realty Kokur	Project	GHT
Sl. No.	Bill No.	Bill Date	Bill amount
1	16422	15/3/21	582.4/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			582.4/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	14060	15/3/21	9018	□ Yes □ No
2.				□ Yes □ No
3.				□ 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:	582.4/-
Amount E – PO / WO value:	582.4/-
Amount F – Difference (A – E): GST-18%	—

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	31/3/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]	25 MAR 2021				
Date	25/3/21	25/3					

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. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- 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 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	16422
Mehta & Modi Realty Kowkur LLP	Invoice Date.	15-03-2021
Sy No. 196, Kowkur, Hyderabad	PO No.	75464
	PO Date.	10-03-2021
	Req ID	64539
	Req Date	10-03-2021
GSTIN : 36ABLFM7631F1Z3	Loc Req No	140488

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7533 - Stationery - other - Highlighter - NA - nos	9608	10	20.00	200.00	12	24.00
	All Colour						
2	7544 - Stationery - other - Marker - NA - nos	9608	5	16.00	80.00	12	9.60
	Red						
3	7544 - Stationery - other - Marker - NA - nos	9608	5	16.00	80.00	12	9.60
	Blue						
4	7544 - Stationery - other - Marker - NA - nos	9608	5	16.00	80.00	12	9.60
	Black						
5	7544 - Stationery - other - Marker - NA - nos	9608	5	16.00	80.00	12	9.60
	Green						
6							
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15							

IGST	CGST	SGST				
			Total Taxable Amount	520.00		62.40
	31.20	31.20	Total Invoice Amount	582.40		

Rupees : Five Hundred Eighty Two and Paise Fourty Only.

for Summit Sales LLP

Authorised signatory

MODI PROPERTIES PVT. LTD. INWARD No: 75480 Date: 16/3 Sign: SEC'BAD

Subject to Hyderabad Jurisdiction

Purchase Order

 10-03-2021 15:15:30

75464
04.03.21 12:26:59

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**	75464	140488
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	10-03-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	10-03-2021	
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	7533 - Stationery - other - Highlighter - NA - nos *All Colour*	10.00	20.00	0.00	12.00	224.00
2	7544 - Stationery - other - Marker - NA - nos *Red*	5.00	16.00	0.00	12.00	89.60
3	7544 - Stationery - other - Marker - NA - nos *Blue*	5.00	16.00	0.00	12.00	89.60
4	7544 - Stationery - other - Marker - NA - nos *Black*	5.00	16.00	0.00	12.00	89.60
5	7544 - Stationery - other - Marker - NA - nos *Green*	5.00	16.00	0.00	12.00	89.60
					Total Order Value . . .	**582.40**

Rupees : Five Hundred Eighty Two and Paise Fourty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
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 site use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

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

Accepted the above Terms And Conditions
For ***Summit Sales LLP***

Name : ____________ Name : ____________ Date : __/__/____

Contact ...

Requisition Form

Company Name:	MMR Kowkur llp	Date:	10-03-2021
Site & Phase :	GHT	Time:	10:16
Supplier		Req. No.	140488
Material required before date: 12-03-2021		ID No.	64539

No	Description	Size	Quantity	Units	Inward No	Date
1	All color Highlighters	Std	1	packet		
2	Red markers	Small	5	No.s		
3	Blue markers	Small	5	No.s		
4	Black markers	Small	5	No.s		
5	Green markers	Small	5	No.s		
	75464					

Remarks: - For sales office purpose.			
Prepared By	N.Shravya	Approved by	A.Suresh
Sign.& Date	10-03-2021	Sign. & Date	10-03-2021

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

APPROVED
10 MAR 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

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.	14060
Mehta & Modi Realty Kowkur LLP	DC Date.	15-03-2021
Sy No. 196, Kowkur, Hyderabad	PO No.	75464
	PO Date.	10-03-2021
	Req ID	64539
GSTIN : 36ABLFM7631F1Z3	Req Date	10-03-2021
	Loc Req No	140488

	Description of Goods	HSN/SAC	Qty
1	7533 - Stationery - other - Highlighter - NA - nos	9608	10
2	7544 - Stationery - other - Marker - NA - nos	9608	5
3	7544 - Stationery - other - Marker - NA - nos	9608	5
4	7544 - Stationery - other - Marker - NA - nos	9608	5
5	7544 - Stationery - other - Marker - NA - nos	9608	5
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MODI PROPERTIES PVT LTD * SEC'BAD *
INWARD
No. 46553
Date 19/3
Sign.

INWARD
Inward No: 10916 Dt: 15/03/21
MRN No: 90185 Dt: 19/3/21
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP

Time - 15:27

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

TRANSIT COPY

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Mehta & Modi Realty Kowkur LLP	Invoice No.	16422
Sy No. 196, Kowkur, Hyderabad	Invoice Date.	15-03-2021
	PO No.	75464
	PO Date.	10-03-2021
	Req ID	64539
	Req Date	10-03-2021
GSTIN : 36ABLFM7631F1Z3	Loc Req No	140488

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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3	7544 - Stationery - other - Marker - NA - nos	9608	5	16.00	80.00	12	9.60
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4	7544 - Stationery - other - Marker - NA - nos	9608	5	16.00	80.00	12	9.60
	Black						
5	7544 - Stationery - other - Marker - NA - nos	9608	5	16.00	80.00	12	9.60
	Green						
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13							
14							
15							

INWARD
Inward No: 10916 Dt: 15/03/21
MRN No: 90185 Dt: 19/3/21
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP
Time - 15:27

IGST	CGST	SGST			
			Total Taxable Amount	520.00	62.40
	31.20	31.20	Total Invoice Amount	582.40	

Rupees : Five Hundred Eighty Two and Paise Fourty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction