

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 19/4/21		Prepared by: MOUNIKA	
PO/WO no. 76264		PO / WO Date. 8/4/21	
Supplier Name SSKLP		PO/WO amount 526.46/-	
Firm/Company MMRK LLP		Project GHT	
Sl. No.	Bill No.	Bill Date	Bill amount
1	16942	16/4	526.46/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			526.46/-
Sl. No.	DC No	DC. Date	MRN No.
1.	14539	16/4/21	91261
2.			
3.			
Amount B –Other Credits : Transportation charges			—
Amount C –Other Debits :			—
Amount D (D=A+B-C) – Amount to be credited to the supplier:			526.46/-
Amount E – PO / WO value:			526.46/-
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		24/4/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[Signature]		
Date	19/4/21		

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

ORIGINAL INVOICE

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 16-04-2021

Customer Details				Invoice No.		16942	
Mehta & Modi Realty Kowkur LLP Sy No. 196, Kowkur, Hyderabad GSTIN : 36ABLFM7631F1Z3				Invoice Date.		16-04-2021	
				PO No.		76264	
				PO Date.		08-04-2021	
				Req ID		65239	
				Req Date		07-04-2021	
				Loc Req No		140520	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos Blue	9608	20	3.50	70.00	12	8.40
2	7544 - Stationery - other - Marker - NA - nos Black	9608	20	16.00	320.00	12	38.40
3	7587 - Stationery - other - Sketch Pen - NA - pkts	9608	1	20.00	20.00	12	2.40
4	7594 - Stationery - other - Stapler pin - other - boxes Small	7415	3	19.00	57.00	18	10.26
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
Total Taxable Amount				467.00		59.46	
Total Invoice Amount				526.46			
Rupees : Five Hundred Twenty Six and Paise Fourty Six Only.							

Rupees : Five Hundred Twenty Six and Paise Fourty Six Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

08-04-2021 16:17:14



76264

30.03.21 4:59:15

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

Supplier Details

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

GSTIN 36ACQFS2044C1Z/

040-66335551

9618244433

Doc No	76264	140520
Doc Date	08-04-2021	
Quote No	Nil	
Quote Date	08-04-2021	
SupplyType	Supply	

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7560 - Stationery - other - Pen - NA - nos Blue	20.00	3.50	0.00	12.00	78.40
2 7544 - Stationery - other - Marker - NA - nos Black	20.00	16.00	0.00	12.00	358.40
3 7587 - Stationery - other - Sketch Pen - NA - pkts	1.00	20.00	0.00	12.00	22.40
4 7594 - Stationery - other - Stapler pin - other - boxes Small	3.00	19.00	0.00	18.00	67.26
Total Order Value . . .					526.46

Rupees : Five Hundred Twenty Six and Paise Forty Six 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
Penalty 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

Name : _____

Name : _____

Date : ____/____/____

Accepted the above Terms And Conditions

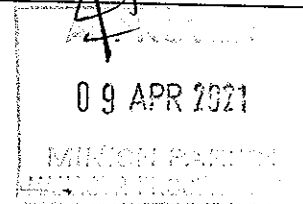
For **Summit Sales LLP**

Contact :-

Requisition Form

Company Name:		MMR Kowkur Ilp		Date:		06-04-2021		
Site & Phase :		GHT		Time:		14:28		
Supplier				Req. No.		140520		
Material required before date:			07-04-2021		ID No.			65239
No	Description	Size	Quantity	Units	Inward No	Date		
1	Blue pens	Std	20	No.s				
2	Black markers	Big	20	No.s				
3	Sketch pens	small	1	Packet				
4	Stapler pins	Small	03	No.s				
5								
6								
7								
8								
9								
10								
Remarks: - For site office purpose.								
Prepared By		N.Shravya		Approved by		A Suresh		
Sign.& Date		06-04-2021		Sign. & Date		06-04-2021		

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



Summit Sales LLP

Email: purchase@modiproperties.com

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		DC No.	14539
Mehta & Modi Realty Kowkur LLP		DC Date.	16-04-2021
Sy No. 196, Kowkur, Hyderabad		PO No.	76264
		PO Date.	08-04-2021
		Req ID	65239
		Req Date	07-04-2021
GSTIN : 36ABLFM7631F1Z3		Loc Req No	140520
	Description of Goods	HSN/SAC	Qty
1	7560 - Stationery - other - Pen - NA - nos	9608	20
2	7544 - Stationery - other - Marker - NA - nos	9608	20
3	7587 - Stationery - other - Sketch Pen - NA - pkts	9608	1
4	7594 - Stationery - other - Stapler pin - other - boxes	7415	3
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Authorized signatory

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

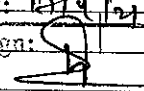
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9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
				29.73		29.73	
Total Taxable Amount				467.00		59.46	
Total Invoice Amount						526.46	

INWARD

Inward No: 11021 Dt: 17/04/21

MRN No: 91261 Dt: 17/04/21

Received By: Sign: 

MEHTA & MODI REALTY KOWKUR LLP

Rupees : Five Hundred Twenty Six and Paise Fourty Six Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory