PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	24/01/2022	Prepared by	Ramya	Serial no.	181
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	MMRK LLP	Project	GHT	HO received date	
PO/WO date	14-01-2022	PO/WO No.	84556	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21537	18.01.2022	1,419.60	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,419.60
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 102414 — Proof of delivery matches MRN	☑ 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:	1,419.60
Amount E – PO / WO value:	1,845.20
Amount F – Difference (A – E):	425.6
Quantity received as per PO /WO	□ Yes □ Excess received ☑ Short received □ Part received
Close PO / WO	□ Yes ☑ No – wait for balance material □ Other
Payment – due date	31/1/2022
Remarks:	– Part Bill –

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Ramya				
Sign:	[signature]				
Date	24/01/2022				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

TAX INVOICE

Summit Sales LLP

ORIGINAL INVOICE

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	21537
Mehta & Modi Realty Kowkur LLP	Invoice Date.	18-01-2022
Sy No. 196, Kowkur, Hyderabad, 500010	PO No.	84556
	PO Date.	14-01-2022
	Req ID	72966
GSTIN : 36ABLFM7631F1Z3 PAN ABLFM7631F	Req Date	13-01-2022
	Loc Req No	141114

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7671 - Stationery - other - Books - NA - nos		10	20.00	200.00	5	10.00
	colouring books						
2	7671 - Stationery - other - Books - NA - nos		10	64.00	640.00	5	32.00
	Story Comic books						
3	6137 - Miscellaneous - Playing Car - Others - nos		10	48.00	480.00	12	57.60
	Cars						
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	1,320.00		99.60
	49.80	49.80	Total Invoice Amount	1,419.60		

Rupees : One Thousand Four Hundred Ninteen and Paise Sixty Only.

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST. IN WARD No: 59772 Date: 18/01 Sign:

for Summit Sales LLP

Authorised signatory

 21-01-2022 12:31:28

Purchase Order

84556
08.01.22 11:50:02

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**	84556	141114
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad		**Doc Date**	14-01-2022	
		Quote No	Nil	
GSTIN 36ACQFS2044C1Z7		**Quote Date**	14-01-2022	
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	7671 - Stationery - other - Books - NA - nos *colouring books*	10.00	20.00	0.00	5.00	210.00
2	7671 - Stationery - other - Books - NA - nos *Story Comic books*	10.00	64.00	0.00	5.00	672.00
3	6137 - Miscellaneous - Playing Car - Others - nos *Cars*	10.00	48.00	0.00	12.00	537.60
4	6138 - Miscellaneous - Dolls - Others - nos *Dolls*	10.00	38.00	0.00	12.00	425.60
					Total Order Value . . .	**1,845.20**

Rupees : One Thousand Eight Hundred Fourty Five and Paise Twenty Only.

Terms and Conditions :-

Specification /	Toys and cars & Dolls
Payment Terms	After delivery & production of bill
Tax	Included
Delivery Date	Within 3 working days
Delivery Location	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
Penality For Delay	Nil
Transportation	Nill
Warranty	Nil
Advance Paid	Nill
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for complementry purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

Part Bill

Bill No: 21537
Bill Date: 18.01.2022
Amt : 1419.60
Bal 425.6

For *Mehta & Modi Realty Kowkur LLP*
Authorised Signatory

Name :
Contact - -

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

Name : ______

Date : __/__/____

Requisition Form

Name:	Mehta& modi realty kowkur llp	Date:	13-01-2022
Phase :	GHT	Time:	17:25
pplier	14-01-2022	Req. No.	141114
Material required beforc date:		ID No.	72966

No	Description	Size	Quantity	Units	Inward No	Date
	Children's kit					
1	Story books	Std	10	Nos		
2	Drawing books	Std	10	Nos		
3	Crayons	Std	10	Boxe's		
5	Toy car's	Std	10	Nos		
6	Dolls	Std	10	Nos		

Remarks: - For GHT Site customer's children's visit purpose.

Prepared By	K.Sneha	Approved by	A.Suresh
Sign.& Date	13-01-2022	Sign. & Date	13-01-2022

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

17 JAN 2022

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

Mehta & Modi Realty Kowkur LLP
Sy No. 196, Kowkur, Hyderabad, 500010

GSTIN : 36ABLFM7631F1Z3

DC No.	18446
DC Date	18-01-2022
PO No.	84556
PO Date	14-01-2022
Req ID	72966
Req Date	13-01-2022
Loc Req No	141114

	Description of Goods	HSN/SAC	Qty
1	7671 - Stationery - other - Books - NA - nos		10
2	7671 - Stationery - other - Books - NA - nos		10
3	6137 - Miscellaneous - Playing Car - Others - nos		10
4			
5			
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INWARD
Inward No: 1989 Dt: 18/01/22
MRN No: 102419 Dt: 19/01/22
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP
14118

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 22692
Date: 21/01
Sign: