PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25/1/22	Prepared by	Sneha.	Serial no.	-LL182[illegible]
Supplier name	Summit Sales Llp			HO inward no.	
Firm/Company	Mehta & mode Realty Realtors Llp	Project	GHT	HO received date	
PO/WO date	8/1/22	PO/WO No.	84324	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21453	12/1/22	4,703-48	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			4,703-48 /-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	102198	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:			4,703-48/-
Amount E – PO / WO value:			8,851-18/-
Amount F – Difference (A – E):			4147.70/-
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	7/2/22		
Remarks:	– final bill –		

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Sneha				
Sign:	Sneha				
Date	25/1/22				
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

ORIGINAL 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

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		Invoice No.	21453
Mehta & Modi Realty Kowkur LLP		Invoice Date.	12-01-2022
Sy No. 196, Kowkur, Hyderabad, 500010		PO No.	84324
		PO Date.	08-01-2022
		Req ID	72762
		Req Date	07-01-2022
GSTIN : 36ABLFM7631F1Z3	PAN ABLFM7631F	Loc Req No	140994

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	3101 - Chemicals - Adhesive set - NA - kgs	39079990	5	310.00	1,550.00	18	279.00
	1kg						
2	6548 - Paints - Janata Paste - NA - kgs		2	63.00	126.00	18	22.68
3	7109 - Plumbing - other - Araldite - other - gms	3506	2	1155.00	2,310.00	18	415.80
4							
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IGST	CGST	SGST			
			Total Taxable Amount	3,986.00	717.48
	358.74	358.74	Total Invoice Amount	4,703.48	

Rupees : Four Thousand Seven Hundred Three and Paise Fourty Eight Only.

SUMMIT SALES LLP
IN WARD
No: 89597
Date: 12/01
Sign:
R.R. DIST.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 08-01-2022 16:30:29 Ori

84324
08.01.22 11:42:53

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	**Doc No**	84324	140994
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	08-01-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	08-01-2022	
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	3101 - Chemicals - Adhesive set - NA - kgs *1kg*	5.00	310.00	0.00	18.00	1,829.00
2	3165 - Chemicals - ROff Stone Tile Adhesive - 25 - Kgs *20kg*	5.00	703.00	0.00	18.00	4,147.70
3	6548 - Paints - Janata Paste - NA - kgs	2.00	63.00	0.00	18.00	148.68
4	7109 - Plumbing - other - Araldite - other - gms	2.00	1,155.00	0.00	18.00	2,725.80
					Total Order Value . . .	**8,851.18**

Rupees : Eight Thousand Eight Hundred Fifty One and Paise Eighteen Only.

Terms and Conditions :-

Specification /	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	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 B-Block corridor tiles laying Purpose
Completion Date	Nil
Measurment	nill
Security	Nil
Remarks	Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery /DC can be sent by email.

Part Bill
Bill NO : 21536
Bill Date: 18.01.2022
Amount: 4147.70
Bal : 4,703.48

For *Mehta & Modi Realty Kowkur LLP*
Authorised Signatory
10/01/2022
Name : ______

Name : ______

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

Date : __/__/____

Requisition Form

Company Name:	MMR Kowkur llp	Date:	07-01-2022
Site & Phase :	GHT	Time:	16:30
Supplier		Req. No.	140994
Material required before date: 10-01-2022		ID No.	72762

No	Description	Size	Quantity	Units	Inward No	Date
2	Araldite	500 gms	03	Nos		
3	Jantha paste	200 gms	04	Nos		
4	Adhesive Chemical 84324	1 liters	05	nos		
5	Roff stone tile adhesive	20kgs	05	Bags		
6						
7						
8						
9						
10						
11						

Remarks: - For B-block corridor tile's laying&Site use purpose

APPROVED
10 JAN 2022
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	K.Sneha	Approved by	A Suresh
Sign.& Date	07-01-2022	Sign. & Date	07-01-2022

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

Enter

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	DC No	18380
Sy No. 196, Kowkur, Hyderabad, 500010	DC Date	12-01-2022
	PO No.	84324
	PO Date	08-01-2022
	Req ID	72762
	Req Date	07-01-2022
GSTIN : 36ABLFM7631F1Z3	Loc Req No	140994

	Description of Goods	HSN/SAC	Qty
1	3101 - Chemicals - Adhesive set - NA - kgs	39079990	5
2	6548 - Paints - Janata Paste - NA - kgs		2
3	7109 - Plumbing - other - Araldite - other - gms	3506	2
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INWARD
Inward No: 11963 Dt: 12 01 22
MRN No: 102198 Dt: 13 01 22
Sign:
Received By:
MEHTA & MODI REALTY KOWKUR LLP
15:12

SUMMIT SALES LLP
IN WARD
No: 76915
Date: 13 01
Sign:
R.R. DIST.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory