PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25/01/22	Prepared by	Vanajakshi P	Serial no.	1825
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	Selene Constructions LLP	Project	Selene farms	HO received date	
PO/WO date	29/11/21	PO/WO No.	83071	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21365	6/01/22	7,889.48	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	7,889.48
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	101865	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:	7,889.48
Amount E – PO / WO value:	7,889.48
Amount F – Difference (A – E):	–
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	31/01/22
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi P	Prabhakar			
Sign:	[signature]	[signature]			
Date	25/01/22	25 JAN 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		
Serene Consructions LLP	Invoice No.	21365
Sy No. 44, Yenkepally Village, Chevella Mandal	Invoice Date.	06-01-2022
	PO No.	83071
	PO Date.	29-11-2021
	Req ID	71491
GSTIN : 36ACVFS7909P1ZV PAN ACVFS7909P	Req Date	25-11-2021
	Loc Req No	150606

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	2340 - Carpentry - doors - Panel Door 30 mm - 32 In WPC		1	3360.00	3,360.00	18	604.80
2	2390 - Carpentry - other - WPS - 2+2 - 7 ft x 2 ft 6in		1	3326.00	3,326.00	18	598.68
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IGST	CGST	SGST			
	601.74	601.74	Total Taxable Amount	6,686.00	1,203.48
			Total Invoice Amount	7,889.48	

Rupees : Seven Thousand Eight Hundred Eighty Nine and Paise Fourty Eight Only.

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST. IN WARD No: 89385 Date: 6/01 Sign:

for Summit Sales LLP

Authorised signatory

Purchase Order

83071
25.11.21 3:42:03

 25-01-2022 12:36:39

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details			
Summit Sales LLP	**Doc No**	83071	150606
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	29-11-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	29-11-2021	
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	2340 - Carpentry - doors - Panel Door 30 mm - 32 In x 80 In - Nos *WPC*	1.00	3,360.00	0.00	18.00	3,964.80
2	2390 - Carpentry - other - WPS - 2+2 - 7 ft x 2 ft 6in - Nos	1.00	3,326.00	0.00	18.00	3,924.68
					Total Order Value . . .	**7,889.48**

Rupees : Seven Thousand Eight Hundred Eighty Nine and Paise Fourty Eight Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.Rate per sft Rs/- 189 + 18% Gst
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all GST taxes
Delivery Date	with in a day
Delivery Location	Serene Farms Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503 Phone. ..
Penality For Delay	Nil
Transportation Cost	Transport 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 Villa no 127, purpose
Completion Date	Nil
Measurment	Nil
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.

For *Serene Constructions LLP*

Authorised Signatory

Name : ____________________

Name : ____________________

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Date : __/__/____

Requisition Form

Company Name:	Serene constructions llp	Date:	25-11-2021
Site & Phase:	Serene farms	Time:	12:30
Supplier		Req. No.	150606
Material required before date:	Asap	ID No.	~~[illegible]~~ 71491

No	Description	Size	Quantity	Units	Inward No	Date
1	wpc Panel door	80"x32"	01	Nos		
2	Wpc door frame	2'6"x7'	01	nos		
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4						
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9						
10						

8307

Remarks: The above material is required for villa no-46

Prepared By	G.Siva prasad	Approve by	
Sign. & Date	25-11-2021	Sign. & Date	

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

APPROVED
25 NOV 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.	18293
Serene Consructions LLP	DC Date.	06-01-2022
Sy No. 44, Yenkepally Village, Chevella Mandal	PO No.	83071
	PO Date.	29-11-2021
	Req ID	71491
	Req Date	25-11-2021
GSTIN : 36ACVFS7909P1ZV	Loc Req No	150606

	Description of Goods	HSN/SAC	Qty
1	2340 - Carpentry - doors - Panel Door 30 mm - 32 In x 80 In - Nos		1
2	2390 - Carpentry - other - WPS - 2+2 - 7 ft x 2 ft 6in - Nos		1
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INWARD
Inward No: 284 Dt: 6/1/22
MRN No: 101865 Dt: 06/01/22
Received By: Sign:
Serene Construction (Hyd) LLP

for Summit Sales LLP

SUMMIT SALES LLP
INWARD
No: 16550
Date: 8/01
Sign:
R.R. DIST.

Subject to Hyderabad Jurisdiction

Authorised signatory