

PURCHASE DIVISION
Advice for approval for credit to supplier

②

Date: 2/2/22		Prepared by: <i>Monu</i>		Serial no. 2234	
Supplier name: SShhp				HO inward no.	
Firm/Company: HMRK hhp		Project: GHT		HO received date	
PO/WO date: 21/12/21		PO/WO No: 83795		Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21266	31/12/21	1635.481-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.			/	☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A - Bills total (Excluding Transport & Hamali Charges):			16351-
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.:		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:			16351-
Amount E - PO / WO value:			25581-
Amount F - Difference (A - E):			9231-
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		14/2/22	
Remarks: Final Bill			

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	<i>Monu</i>				
Sign:	<i>Monu</i>				
Date	2/2/22				
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.

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

1 of 1 :

Customer Details				Invoice No.	21266					
Mehta & Modi Realty Kowkur LLP Sy No. 196, Kowkur, Hyderabad, 500010 GSTIN : 36ABLFM7631F1Z3 PAN ABLFM7631F				Invoice Date.	31-12-2021					
				PO No.	83795					
				PO Date.	21-12-2021					
				Req ID	72250					
				Req Date	21-12-2021					
				Loc Req No	140967					
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt			
1	7555 - Stationery - other - Paper - A4 - bundles	4810	6	231.00	1,386.00	18	249.48			
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
IGST				CGST	SGST	Total Taxable Amount		1,386.00		249.48
				124.74	124.74	Total Invoice Amount		1,635.48		
Rupees : One Thousand Six Hundred Thirty Five and Paise Fourty Eight Only.										

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

21-12-2021 14:26:21

Or



83795

15.12.21 11:28:56

From Company : **Mehta & Modi Realty Kowkur LLP**

5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-50001

G S T No. : 36ABLFM7631F1Z3

Supplier Details

Summit Sales LLP

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

Doc No 83795 140967

Doc Date 21-12-2021

Quote No Nil

Quote Date 21-12-2021

SupplyType Supply

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Kind Attn : **Hamendra, Prabhakar**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7544 - Stationery - other - Marker - NA - nos Black	20.00	16.00	0.00	18.00	377.60
2 7555 - Stationery - other - Paper - A4 - bundles	8.00	231.00	0.00	18.00	2,180.64
Total Order Value . . .					2,558.24

Rupees : Two Thousand Five Hundred Fifty Eight and Paise Twenty Four 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

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 MD site office 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 **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Name :

23/12/2021

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Date : / /

Requisition Form

Company Name:		Mehta & Modi Realty KowkurLLP		Date:		21-12-2021	
Site & Phase :		GHT		Time:		10:46	
Supplier		SSLLP		Req. No.		140967	
Material required before date:		23-12-2021		ID No.		72250	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Black markers	Big	03	boxes			
2	A4 size paper's	Std	08	Bundles			
3							
4							
5							
6							
7							
8							
9							
10							
11							
Remarks: - For Office use Purpose.							
Prepared By		K.Sneha		Approved by		A Suresh	
Sign.& Date		21-12-2021		Sign. & Date		21-12-2021	

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



DELIVERY CHALLAN

Summit Sales LLP

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQF82044C1Z7

1 of 1 31-12-2021

Customer Details

Mehta & Modi Realty Kowkur LLP

Sy No. 196, Kowkur, Hyderabad, 500010

GSTIN : 36ABLFM7631F1Z3

DC No	18195
DC Date	21-12-2021
PO No	83795
PO Date	21-12-2021
Req ID	72250
Req Date	21-12-2021
Loc Req No	140967

Description of Goods

1 7555 - Stationery - other - Paper - A4 - bundles

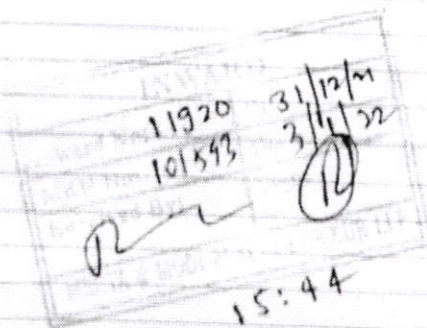
HSN/SAF

Qty

4810

6

2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30



for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorized signatory

