PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/2/22	Prepared by	T.D. Nguney	Serial no.	2122
Supplier name	Summit Sales Ltd			HO inward no.	
Firm/Company	MNRKLLP	Project	GHT	HO received date	
PO/WO date	10/2/22	PO/WO No.	85403	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22141	17/2/22	6,254-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	6,254-00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 103867 — 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:	6,254-00
Amount E – PO / WO value:	14,757-00
Amount F – Difference (A – E):	-8,503-00
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	21/2/22
Remarks: final bill received.	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	T.D. Nguney				
Sign:	[signature]				
Date	18/2/22				
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.

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	
Mehta & Modi Realty Kowkur LLP	
Sy No. 196, Kowkur, Hyderabad, 500010	
GSTIN : 36ABLFM7631F1Z3	PAN ABLFM7631F

Invoice No.	22141
Invoice Date.	17-02-2022
PO No.	85403
PO Date.	10-02-2022
Req ID	73705
Req Date	09-02-2022
Loc Req No	141187

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	9593 - Tools - Labour helmet male - NA - Nos	6506	100	53.00	5,300.00	18	954.00
	male						
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	5,300.00		954.00
	477.00	477.00	Total Invoice Amount	6,254.00		

Rupees : Six Thousand Two Hundred Fifty Four Only.

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 91261
Date: 12/2
Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 10-02-2022 15:49:21

85403
31.01.22 4:53:35

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

Supplier Details			
Summit Sales LLP	**Doc No**	85403	141187
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	10-02-2022	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	09-02-2022	
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	9595 - Tools - Staff Helmets - NA - nos	10.00	131.00	0.00	18.00	1,545.80
2	9593 - Tools - Labour helmet male - NA - Nos *male*	100.00	53.00	0.00	18.00	6,254.00
3	9592 - Tools - Labour helmet female - NA - nos *female*	10.00	53.00	0.00	18.00	625.40
4	9555 - Tools - Safety belt - other - nos	20.00	259.00	0.00	5.00	5,439.00
5	6164 - Miscellaneous - Safety Jacket - NA - Nos *orange*	10.00	85.00	0.00	5.00	892.50
					Total Order Value . . .	**14,756.70**

Rupees : Fourteen Thousand Seven Hundred Fifty Six and Paise Seventy 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 commercial complex 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.

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	22062	12/2/22	8503-00
2.	22141	18/2/22	6,254-00
3.			
4.			
5.			

Final bill received

For *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

11/02/2022

Name :

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name :

Date : / /

Contact - -

Purchase Order

 10-02-2022 15:49:21 Original / Office Copy / Purchase Div.Copy

Original invoices must be sent to HO office or purchase site office. Proof of deli vary /DC can be sent by email.

For *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

11/02/2022

Name : ______

Contact - -

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ______

Date : __/__/____

Requisition Form

Company Name:	Mehta& modi realty kowkur llp	Date:	09-02-2022
Site & Phase :	GHT	Time:	17:15
Supplier	11-02-2022	Req. No.	141187
Material required before date:		ID No.	73705

S No	Description	Size	Quantity	Units	Inward No	Date
1.	Staff helments	Std	10	Nos		
2.	Male helments	Std	100	Nos		
3.	Female helments	Std	10	Nos		
4.	Safety belts	Std	20	Nos		
5.	Orange jackets(night Labours safety purpose)	Std	10	Nos		
	85407					

Remarks: - For GHT Site staff&labours Use purpose.

Prepared By	K.Sneha	Approved by	A.Suresh
Sign.& Date	09-02-2022	Sign. & Date	09-02-2022

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

APPROVED

11 FEB 2022

MINISH PARIKH
MANAGER PROCUREMENT

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.	18945
Sy No. 196, Kowkur, Hyderabad, 500010	DC Date.	17-02-2022
	PO No.	85403
	PO Date.	10-02-2022
	Req ID	73705
GSTIN : 36ABLFM7631F1Z3	Req Date	09-02-2022
	Loc Req No	141187

	Description of Goods	HSN/SAC	Qty
1	9593 - Tools - Labour helmet male - NA - Nos	6506	100
2			
3			
4			
5			
6			
7			
8			
9			
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INWARD
Inward No: 12120 Dt: 17/02/22
MRN No: 03862 Dt: 18/2/22
Received By: Sign
MEHTA & MODI REALTY KOWKUR LLP

14:42

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
INWARD
No: 77880
Date: 18/2
Sign:
R.R. DIST.