PURCHASE DIVISION
Advice for approval for credit to supplier

6

Date:	22/02/22	Prepared by	Kavitha	Serial no.	2305
Supplier name	Summit Sales llP			HO inward no.	
Firm/Company	K Srinu	Project	AGH	HO received date	
PO/WO date	31/01/22	PO/WO No.	84993	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22202	19/02/22	10,372/-	☑ Yes □ No
2.				□ Yes □ No
3.			/	□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	10,372/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos: 103976	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:	10,372/-
Amount E – PO / WO value:	10,372/-
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	28/02/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Kavitha				
Sign:	22/02/22				
Date					
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

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	22202
K Srinu	Invoice Date.	19-02-2022
Sy No. 786, Miryalguda, Nalgonda District	PO No.	84993
	PO Date.	31-01-2022
	Req ID	73405
GSTIN : 36CAWPK8329R1Z8 PAN CAWPK8329R	Req Date	31-01-2022
	Loc Req No	165574

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	6623 - Paints - Lappam - 30 Kgs - Bag	3214	30	293.00	8,790.00	18	1,582.20
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	8,790.00		1,582.20
	791.10	791.10	Total Invoice Amount	10,372.20		

Rupees : Ten Thousand Three Hundred Seventy Two and Paise Twenty Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 91316 Date: 19/2 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

 31-01-2022 13:58:36

Purchase Order

84993
08.01.22 12:01:50

From Company : **K.Srinu Contractor**
S no: 4-545,Kakuturivari Palem, Tangtur, Prakasham, Andhra Pradesh-
G S T No. : 36CAWPK8392R2Z7

Supplier Details

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

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	84993	165574
Doc Date	31-01-2022	
Quote No	Nil	
Quote Date	31-01-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6623 - Paints - Lappam - 30 Kgs - Bag	30.00	293.00	0.00	18.00	10,372.20
Rupees : Ten Thousand Three Hundred Seventy Two and Paise Twenty Only.			**Total Order Value . . .**			**10,372.20**

Terms and Conditions :-

Specification /	All items shall be of 1st quality. NCL
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next day
Delivery Location	AVR Gulmohar Homes Sy no-786, Miryalguda, Nalgonda Dist. Phone. 9550139944
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 V.No 54, 11Purpose.
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 *K.Srinu Contractor*

Authorised Signatory

Name : 31/01/2022

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________________

Date : __/__/____

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.	19001
K Srinu	DC Date.	19-02-2022
Sy No. 786, Miryalguda, Nalgonda District	PO No.	84993
	PO Date.	31-01-2022
	Req ID	73405
GSTIN : 36CAWPK8329R1Z8	Req Date	31-01-2022
	Loc Req No	165574

	Description of Goods	HSN/SAC	Qty
1	6623 - Paints - Lappam - 30 Kgs - Bag	3214	30
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			

INWARD
Inward No: 15172 Dt: 19/02/22
No: 103976 Dt: 21/02/22
Received By: security
Sign:

SUMMIT SALES LLP * R.R. DIST. *
INWARD
No: 22974
Date: 22/2
Sign:

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory