

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 24/02/2022		Prepared by: MINISH		Serial no. 2328	
Supplier name: BSLP				HO inward no.	
Firm/Company: Highty & Modi Realty Howrah		Project: Kurla		HO received date	
PO/WO date: 19/02/2022		PO/WO No. 85720		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	22285	23/02/2022	2,587/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A = Bills total (Excluding Transport & Hamali Charges):				2,587/-	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	104136		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:				2,587/-	
Amount E – PO / WO value:				4020/-	
Amount F – Difference (A – E):				1,433/-	
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		25/02/2022			
Remarks: Final Bill					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:					
Sign:					
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

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

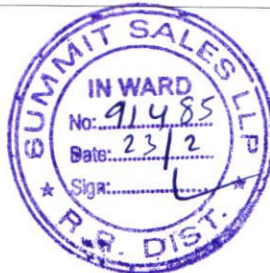
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ORIGINAL INVOICE

Customer Details				Invoice No.		22285	
Mehta & Modi Realty Kowkur LLP				Invoice Date.		23-02-2022	
Sy No. 196, Kowkur, Hyderabad, 500010				PO No.		85720	
GSTIN : 36ABLFM7631F1Z3				PO Date.		19-02-2022	
PAN ABLFM7631F				Req ID		73982	
				Req Date		18-02-2022	
				Loc Req No		141209	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	10	231.00	2,310.00	12	277.20
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
138.60				138.60		277.20	
Total Taxable Amount				2,310.00		277.20	
Total Invoice Amount				2,587.20			

Rupees : Two Thousand Five Hundred Eighty Seven and Paise Twenty Only.

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order

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22-02-2022 13:19:38

Original

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003
G S T No. : 36ABLFM7631F1Z3



85720

14.02.22 2:32:34

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	85720	141209
Doc Date	19-02-2022	
Quote No	Nil	
Quote Date	10-02-2022	
SupplyType	Supply	

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	12.00	231.00	0.00	12.00	3,104.64
3 7592 - Stationery - other - stamp pad - NA - nos	3.00	32.00	0.00	18.00	113.28
4 7593 - Stationery - other - Stapler - other - nos Big	2.00	180.00	0.00	18.00	424.80
Total Order Value . . .					4,020.32

Rupees : Four Thousand Twenty and Paise Thirty Two Only.

Terms and Conditions :-**Specification /** As per details given in the quotation.**Payment Terms** After Delivery & Production of bill**Tax** All taxes included in above price.**Delivery Date** Next Working 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 office work purpose.**Completion Date** NA**Measurment** NA**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 DELIVERY DETAILS			
S.no.	Bill no.	Bill Dt.	Amount
1.	22228	21/4/22	14331/-
2.			
3.			
4.			
5.			

For **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name :

Date : _/_/

Requisition Form

Company Name:		Mehta & Modi Realty Kowkur LLP		Date:		18-02-2022	
Site & Phase :		GHT		Time:		10.22	
Supplier				Req. No.		141209	
Material required before date:		21-02-2022		ID No.		73982	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Black markers	Big	03	boxes			
2	Paper bundles	A4	12	Bundles			
3	Stamp pads	Std	03	No.s			
4	Staplers	Big	02	No.s			
5	Pen stand	Std	03	No.s			
6							
Remarks: - For office use purpose							
Prepared By		N.Shravya		Approved by		A. Suresh	
Sign. & Date		18-02-2022		Sign. & Date		18-02-2022	

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



DELIVERY CHALLAN

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, MG Road, Secunderabad - 500003

Email: purchase@modiproperties.com

GSTIN/UNE: 36AC'QFS2044C1Z7

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Supplier / Customer / Transporter - Copy

Customer Details

Mehta & Modi Realty Kowkur LLP

Sy No. 196, Kowkur, Hyderabad, 500010

GSTIN: 36ABLFM7631F1Z3

DC No 10077
 DC Date 23-02-2022
 PO No 85720
 PO Date 19-02-2022
 Req ID 73982
 Req Date 18-02-2022
 Loc Req No 141209

HSN/SAC
 4810

Qty
 10

Description of Goods

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

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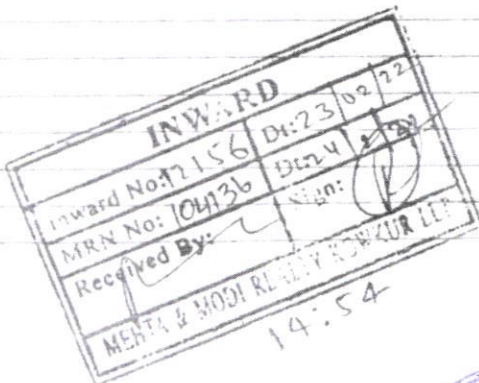
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

