PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	01/03/2022	Prepared by	MINISH	Serial no.	2566
Supplier name	SSLLP.			HO inward no.	
Firm/Company	Mohta & Modi Realty KOWKUR	Project	GHT.	HO received date	
PO/WO date	28/02/2022	PO/WO No.	85990	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22371	01/03/2022	1,869/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,869/-	
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report ☑ Solid block report □ Installation report		

MRN nos.:	104369.	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:	1,869/-
Amount E – PO / WO value:	1,869/-
Amount F – Difference (A – E):	NIL.
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	02/03/2022
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	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.

5

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.	22371
Mehta & Modi Realty Kowkur LLP	Invoice Date.	01-03-2022
Sy No. 196, Kowkur, Hyderabad, 500010	PO No.	85990
	PO Date.	28-02-2022
	Req ID	74248
GSTIN : 36ABLFM7631F1Z3 PAN ABLFM7631F	Req Date	28-02-2022
	Loc Req No	141227

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4057 - Consumables - Sponges - NA - nos	3921	36	9.00	324.00	18	58.32
	3 dozens						
2	2148 - Carpentry - hardware - Plastic gampa - other -	3926	10	126.00	1,260.00	18	226.80
	small						
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	1,584.00	285.12
	142.56	142.56	Total Invoice Amount	1,869.12	

Rupees : One Thousand Eight Hundred Sixty Nine and Paise Twelve Only.

SUMMIT SALES LLP
IN WARD
No: 91741
Date: 1/3/22
Sign: L
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 01-03-2022 10:37:43 Ori

85990
14.02.22 3:00:03

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-50000
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Summit Sales LLP	**Doc No**	85990	141227
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	28-02-2022	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	28-02-2022	
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	4057 - Consumables - Sponges - NA - nos *3 dozens*	36.00	9.00	0.00	18.00	382.32
2	2148 - Carpentry - hardware - Plastic gampa - other - nos *small*	10.00	126.00	0.00	18.00	1,486.80
				Total Order Value . . .		**1,869.12**

Rupees : One Thousand Eight Hundred Sixty Nine and Paise Twelve 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 GHT site use 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 : 01/03/2022

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ______

Date : __/__/____

Requisition Form

Company Name:	MMRK-LLP	Date:	28-02-2022
Site & Phase :	GHT	Time:	12:43
Supplier	SSLLP	Req. No.	141227
Material required before date:	02-03-2022	ID No.	74248

No	Description	Size	Quantity	Units	Inward No	Date
1	Sponges	Std	3	Dozens		
2	Gampa	Small	10	Nos		
3						
4						
5						
6						
7						
8						
9						
10						

85990

Remarks: - For GHT Site misc purpose

Prepared By	K.Sneha	Approved by	A.Suresh
Sign.& Date	28-02-2022	Sign. & Date	28-02-2022

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

SR. MANAGER PURCHASE
P. PRABHAKAR
28 FEB 2022

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.	19155
Sy No. 196, Kowkur, Hyderabad, 500010	DC Date.	01-03-2022
	PO No.	85990
	PO Date.	28-02-2022
	Req ID	74248
	Req Date	28-02-2022
GSTIN : 36ABLFM7631F1Z3	Loc Req No	141227

	Description of Goods	HSN/SAC	Qty
1	4057 - Consumables - Sponges - NA - nos	3921	36
2	2148 - Carpentry - hardware - Plastic gampa - other - nos	3926	10
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INWARD
Inward No: 12175 Dt: 01 03 22
MRN No: 100369 Dt: 1 3 22
Received By:
MEHTA & MODI REALTY KOWKUR

19:05

SUMMIT SALES LLP
IN WARD
No: 78193
Date: 1/3/22
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction