(2)

PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 12/4/22 | Prepared by | Prabhakar | Serial no. | 3004 |
| Supplier name | AAB Engineering | | | HO inward no. | |
| Firm/Company | Silveroakvillas II | Project | SOV | HO received date | |
| PO/WO date | 24/8/21 | PO/WO No. | 879952 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 95 | 28/08/21 | 1,947/- | ☑ Yes ☐ No |
| 2. | | | | ☐ Yes ☐ No |
| 3. | | | | ☐ Yes ☐ No |
| 4. | | | | ☐ Yes ☐ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 1947/- |
| Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report | |

| | | | |
|---|---|---|---|
| MRN nos.: | 105860 | 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: | 1947/- |
| Amount E – PO / WO value: | 1947/- |
| 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 | 18/04/22 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | Prabhakar | | | |
| Sign: | | [signature] | | | |
| Date | | APPROVED 12 APR 2022 P. PRABHAKAR MANAGER PURCHASE | | | |
| 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

| | | |
|---|---|---|
| **A A B ENGINEERING**<br>Door No 101/b Bansilalpet Near Bible House<br>Rp Road Secunderabad<br>GSTIN/UIN: 36CMRPS1089L1Z4<br>State Name : Telangana, Code : 36<br>Contact : 9959777886,9030000071<br>E-Mail : aabengineering@gmail.com<br>www.aabengineering.co.in | Invoice No.<br>**95** | Dated<br>**28-Aug-2021** |
| | Delivery Note | Mode/Terms of Payment<br>**Online** |
| | Supplier's Ref. | Other Reference(s) |
| Buyer<br>**Silver Oak Villas LLP**<br>5-4-187/3 & 4, IInd Floor, M.G. Road, Secunderabad.<br>GSTIN/UIN : 36ADBFS3288A2Z7<br>State Name : Telangana, Code : 36 | Buyer's Order No.<br>**79952** | Dated<br>**24-Aug-2021** |
| | Despatch Document No. | Delivery Note Date |
| | Despatched through<br>**Person** | Destination<br>**Secunderabad** |
| | Terms of Delivery<br>**Immediately** | |

| Sl No. | Description of Goods | HSN/SAC | Quantity | Rate | per | Amount |
|---|---|---|---|---|---|---|
| 1 | **Slump Cone Test Appartus** | 9024 | **1.0 NOS** | 1,650.00 | NOS | **1,650.00** |
| | ***CGST@9%*** | | | 9 | % | **148.50** |
| | ***SGST@9%*** | | | 9 | % | **148.50** |
| | Total | | **1.0 NOS** | | | **₹ 1,947.00** |

Amount Chargeable (in words) *E. & O.E*

**INR One Thousand Nine Hundred Forty Seven Only**

| HSN/SAC | Taxable Value | Central Tax | | State Tax | | Total |
|---|---|---|---|---|---|---|
| | | Rate | Amount | Rate | Amount | Tax Amount |
| 9024 | 1,650.00 | 9% | 148.50 | 9% | 148.50 | 297.00 |
| **Total** | **1,650.00** | | **148.50** | | **148.50** | **297.00** |

Tax Amount (in words) : **INR Two Hundred Ninety Seven Only**

Company's Bank Details
Bank Name : **SBI ACCOUNT**
A/c No. : **31481336850**
Branch & IFS Code : **BIBLE HOUSE & SBIN0002788**

Company's PAN : **CMRPS1089L**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

**for A A B ENGINEERING**

A.A.B. ENGINEERING SEC'BAD

28/08/2021

Authorised Signatory

This is a Computer Generated Invoice

# Tax Invoice

| | | |
|---|---|---|
| **A A B ENGINEERING**<br>Door No 101/b Banallalpet Near Bible House<br>Rp Road Secunderabad<br>GSTIN/UIN: 36CMRPS1089L1Z4<br>State Name : Telangana, Code : 36<br>Contact : 9959777886,9030000071<br>E-Mail : aabengineering@gmail.com<br>www.aabengineering.co.in | Invoice No.<br>**95** | Dated<br>**28-Aug-2021** |
| | Delivery Note | Mode/Terms of Payment<br>**Online** |
| | Supplier's Ref. | Other Reference(s) |
| Buyer<br>**Silver Oak Villas LLP**<br>5-4-187/3 & 4, IInd Floor, M.G. Road, Secunderabad.<br>GSTIN/UIN : 36ADBFS3288A2Z7<br>State Name : Telangana, Code : 36 | Buyer's Order No.<br>**79952** | Dated<br>**24-Aug-2021** |
| | Despatch Document No. | Delivery Note Date |
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| 1 | **Slump Cone Test Appartus** | 9024 | **1.0 NOS** | 1,650.00 | NOS | **1,650.00** |
| | *CGST@9%* | | | 9 | % | 148.50 |
| | *SGST@9%* | | | 9 | % | 148.50 |
| | Total | | **1.0 NOS** | | | **₹ 1,947.00** |

INWARD WITH TIME: 8/1/22
Inward No: 1948 Dt: 8/1/22
MRN No: 105860 Dt: 8/1/22
Received By: Sign:
SILVER OAK VILLAS PART-III

E. & O.E

Amount Chargeable (in words)

**INR One Thousand Nine Hundred Forty Seven Only**

| HSN/SAC | Taxable Value | Central Tax Rate | Central Tax Amount | State Tax Rate | State Tax Amount | Total Tax Amount |
|---|---|---|---|---|---|---|
| 9024 | 1,650.00 | 9% | 148.50 | 9% | 148.50 | 297.00 |
| Total | 1,650.00 | | 148.50 | | 148.50 | 297.00 |

Tax Amount (in words) : **INR Two Hundred Ninety Seven Only**

Company's Bank Details
Bank Name : **SBI ACCOUNT**
A/c No. : **31481336850**
Branch & IFS Code : **BIBLE HOUSE & SBIN0002788**

Company's PAN : ***CMRPS1089L***

**Declaration**

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

**for A A B ENGINEERING**

A.A.B. ENGINEERING SEC'BAD

28/08/2021

Authorised Signatory

This is a Computer Generated Invoice

Form for closure of purchase order

| Data required from site/engineers: | | | | |
|---|---|---|---|---|
| PO no.: | 79952 | | PO date: | |
| Req. no.: | 183644 | | Req. date: | |
| Material received | | □ Part □ Full | MRN nos.: | |
| If material partially delivered then can balance material be ordered by new requisition/PO | | □ No further material required and PO can be closed.<br>□ No material cannot be ordered by new PO.<br>□ PO can be closed and balance material can be ordered by new requisition. | Can PO be closed? | □ Yes □ No |
| Remarks by engineer: | | | | |

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.

| Prepared by | Sign | Date | Project manager | Sign | Date |
|---|---|---|---|---|---|
| | | | | | |

| Data required from accounts: | |
|---|---|
| Are any bills received wrt to this PO. | □ Yes for full PO □ Yes for part of PO □ No. |
| Scan ID nos. of advice for credit to supplier | |
| Remarks by Accountants: | |

Notes: 1. Accountants to attach hard copy of purchase voucher.

| Prepared by | Sign | Date | Accounts manager (approval required for PO more than 10k) | Sign | Date |
|---|---|---|---|---|---|
| | | | | | |

Action taken by purchase:

| | |
|---|---|
| ☑ ✓ | Get certified bill from supplier (not original). |
| □ ✗ | Prepare bill in SSLLP for material supplied. |
| ☑ ✓ | Get proof of delivery from site. |
| ☑ ✗ | Barcoded PO missing – get certified copy from Accounts. |
| ☑ ✓ | Thereafter, prepare advice to credit to supplier and send to HO for processing. |
| ☑ ✓ | Close PO \| □ Keep PO open. Material awaited |
| □ ✗ | Send barcoded PO to MDs desk. PO to be closed thereafter. |
| □ ✗ | Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2021. |
| □ ✗ | Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2020. |
| □ ✗ | RMC supplier – suppliers ledger required from 1.4.2020. Process bill after thoroughly checking both the ledgers and all pour reports. Pour reports from day one to be thoroughly checked with Pos/Bills. Thereafter, prepare advice to credit to supplier and send to HO for processing. Close all open POs. |

Remarks: To Suresh for comment

16/3

APPROVED BY
16 MAR 2022
SOHAM MODI
MANAGING DIRECTOR

| Prepared by | Sign | Date |
|---|---|---|
| | | 20/3/22 |

Sir,
This is slumpcone test appartus, this doesn't come under computers/peripherals

Sachin Kumar
17/3/22

Form for closure of purchase order

| Data required from site/engineers: | | | | |
|---|---|---|---|---|
| PO no.: | 79952 | | PO date: | 24/8/21 |
| Req. no.: | 183644 | | Req. date: | 24/8/21 |
| Material received | | □ Part ☑ Full | MRN nos.: | – |
| If material partially delivered then can balance material be ordered by new requisition/PO | | ☑ No further material required and PO can be closed.<br>□ No material cannot be ordered by new PO.<br>□ PO can be closed and balance material can be ordered by new requisition. | Can PO be closed? | ☑ Yes □ No |
| Remarks by engineer: The above material Received at site. supplier Not given Invoice | | | | |

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.

| Prepared by | Sign | Date | Project manager | Sign | Date |
|---|---|---|---|---|---|
| Munaf | [signature] | 4/3/22 | K. Purshotham | [signature] | 4/3/22 |

| Data required from accounts: | |
|---|---|
| Are any bills received wrt to this PO. | □ Yes for full PO □ Yes for part of PO ☑ No. |
| Scan ID nos. of advice for credit to supplier | |
| Remarks by Accountants: Bill not Received | |

Notes: 1. Accountants to attach hard copy of purchase voucher.

| Prepared by | Sign | Date | Accounts manager (approval required for PO more than 10k) | Sign | Date |
|---|---|---|---|---|---|
| P Ramesh | [signature] | 5/3/22 | | | |

| Action taken by purchase: | |
|---|---|
| Status of PO | □ PO closed and email sent to supplier.<br>□ PO open material awaited. |
| Status of proof of delivery: | □ Proof of delivery received.<br>□ Proof of delivery not available with site or purchase. |
| Original barcoded PO available | □ Yes<br>□ No – certified copy received from accounts. |
| Original bill available | □ Yes<br>□ No – certified copy obtained from supplier. |
| Supplier's ledger available | □ Yes<br>□ No |
| Advice for credit to supplier | □ Prepared for entire PO □ Part of PO and PO closed.<br>□ Prepared for part of PO and balance material awaited. |
| Remarks by purchase: | |

| Prepared by | Sign | Date | Purchase manager | Sign | Date |
|---|---|---|---|---|---|
| | | | | nnn | |

Notes: 1. Purchase to attach hard copies of 'advice for credit to supplier'. 2. In case advice for payment to supplier cannot be prepared (material not delivered or other reasons) attach this note to original PO, original requisition, original bill and proof of delivery and send to MD.

NO

# Purchase Order

 04-03-2022 10:10:39 Original / Office Copy / Purchase Div.Copy

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

| **Supplier Details** | | | | |
|---|---|---|---|---|
| A.A.B. Engineering, | | **Doc No** | 79952 | 183644 |
| D.No.6-7-69, R.P. Road, Bansilalpet, Near Bible House, Secunderabad - 500 003. | | **Doc Date** | 24-08-2021 | |
| | | **Quote No** | Nil | |
| **GSTIN** 36CMRPS1089L1Z4 | 040-27547970 | **Quote Date** | 24-08-2021 | |
| 040-27538805 | 9959777886/9959997132 | **SupplyType** | Supply | |

**Kind Attn : Mr. Mastan/Mr. Ali**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 5022 - Equipment - machinery - Comp. Test Machine - NA - nos<br>*Slumpcone test apparatus* | 1.00 | 1,650.00 | 0.00 | 18.00 | 1,947.00 |
| | | | | | **Total Order Value . . .** | **1,947.00** |

Rupees : One Thousand Nine Hundred Fourty Seven Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | Slump cone test 38x38x42, local made |
| **Payment Terms** | After delivery and production of bill |
| **Tax** | GST Included in the above prices |
| **Delivery Date** | With in a day |
| **Delivery Location** | Silver Oak Villas Part III<br>Sy .No.11,12,14,15,16,17,18 , 294<br>Phone. 0 |
| **Penality For Delay** | Nil |
| **Transportation Cost** | Included in the above price. |
| **Warranty** | Nil |
| **Advance Paid** | Nil |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications. Above order for slump test purpose. |
| ***Completion Date*** | *Nil* |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | |

For ***Silver Oak Villas LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***A.A.B. Engineering,***

Name : ____________ Name : ____________ Date : __/__/____

# Purchase Order

Ori 79952
13.08.21 2:26:19

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

| **Supplier Details** | | | |
|---|---|---|---|
| A.A.B. Engineering, | **Doc No** | 79952 | 183644 |
| D.No.6-7-69, R.P. Road, Bansilalpet, Near Bible House, Secunderabad - 500 003. | **Doc Date** | 24-08-2021 | |
| | **Quote No** | Nil | |
| **GSTIN** 36CMRPS1089L1Z4 040-27547970 | **Quote Date** | 24-08-2021 | |
| 040-27538805 9959777886/9959997132 | **SupplyType** | Supply | |

**Kind Attn : Mr. Mastan/Mr. Ali**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 5022 - Equipment - machinery - Comp. Test Machine - NA - nos<br>*Slumpcone test apparatus* | 1.00 | 1,650.00 | 0.00 | 18.00 | 1,947.00 |
| | | | | | **Total Order Value . . .** | **1,947.00** |

Rupees : One Thousand Nine Hundred Fourty Seven Only.

Books of accounts verified and no bills wrt this PO were received by accounts
Name: P. Rameshkumar
Sign:
Date: 03/03/22

## Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | Slump cone test 38x38x42, local made |
| **Payment Terms** | After delivery and production of bill |
| **Tax** | GST Included in the above prices |
| **Delivery Date** | With in a day |
| **Delivery Location** | Silver Oak Villas Part III<br>Sy .No.11,12,14,15,16,17,18 , 294<br>Phone. 0 |
| **Penality For Delay** | Nil |
| **Transportation Cost** | Included in the above price. |
| **Warranty** | Nil |
| **Advance Paid** | Nil |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications. Above order for slump test purpose. |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | |

For ***Silver Oak Villas LLP***
Authorised Signatory

Name : ______

Accepted the above Terms And Conditions
For ***A.A.B. Engineering,***

Name : ______

Date : __/__/____

Requisition Form 1150

| | | | |
|---|---|---|---|
| Company Name: | Silver Oak Villas LLP-III | Date: | 24-08-2021 |
| Site & Phase : | Silver Oak Villas-III | Time: | 10.00 |
| Supplier. | | Req. No. | 183644 |
| Material required before date: | 30-08-2021 | ID No. | 68682 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Testing cube Mould | 15CMX15 CMX15C M | 6 | Nos | | |
| 2 | Slump cone test Apparatus | | 01 | NOs | | |
| 3 | GI coated Sheet(1.6 Gauge) | 8'X4' | 4 | Nos | | |
| | 79952 | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Remarks: -For Rohan constructions

| | | | |
|---|---|---|---|
| Prepared By | B.Meenakshi | Approved by | APPROVED 24 AUG 2021 P. PRABHAKAR Sr. MANAGER PURCHASE |
| Sign.& Date | 24-08-2021 | Sign. & Date | |

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