PURCHASE DIVISION
Advice for approval for credit to supplier

(8)

Date:	18/4/22	Prepared by	Kavitha	Serial no.	3281
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	SOVLLP	Project	SOV	HO received date	
PO/WO date	06/4/22	PO/WO No.	87128	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23000	8/4/22	3,612/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,612/-

Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.:	105891	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:	3,612/-
Amount E – PO / WO value:	3,612/-
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~~ 25/04/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:	Kavitha				
Date	18/4/22				
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

ORIGINAL INVOIC

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

Customer Details		
Silver Oak Villas LLP	Invoice No.	23000
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	Invoice Date.	08-04-2022
	PO No.	87128
	PO Date.	06-04-2022
	Req ID	75334
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Req Date	06-04-2022
	Loc Req No	184071

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	9555 - Tools - Safety belt - other - nos	63072090	10	259.00	2,590.00	5	129.50
2	6164 - Miscellaneous - Safety Jacket - NA - Nos orange		10	85.00	850.00	5	42.50
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	3,440.00		172.00
	86.00	86.00	Total Invoice Amount	3,612.00		

Rupees : Three Thousand Six Hundred Twelve Only.

SUMMIT SALES LLP IN WARD No: 93099 Date: 8/4 Sign: R.R. DIST.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 06-04-2022 16:30:54

87128
04.04.22 1:33:42

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			
Summit Sales LLP	**Doc No**	87128	184071
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	06-04-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	06-04-2022	
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	9555 - Tools - Safety belt - other - nos	10.00	259.00	0.00	5.00	2,719.50
2	6164 - Miscellaneous - Safety Jacket - NA - Nos *orange*	10.00	85.00	0.00	5.00	892.50
				Total Order Value . . .		**3,612.00**

Rupees : Three Thousand Six Hundred 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	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
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 Safety 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 deli vary /DC can be sent by email.

For *Silver Oak Villas LLP*
Authorised Signatory

Name : 07/04/2022

Name : ____________

Accepted the above Terms And Conditions
For ***Summit Sales LLP***

Date : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP-III	Date:	06-04-2022
Site & Phase :	Silver Oak Villas-III	Time:	02:30
Supplier		Req. No.	184071
Material required before date: Urgent		ID No.	75334

No	Description	Size	Quantity	Units	Inward Number	Date
1	Safety Jackets		10	Nos		
2	Safety Rob 87128		10	Nos		

Remarks: - for Site use purpose			
Prepared By	K.Tulasi Rani	Approved by	
Sign.& Date	06-04-2022	Sign. & Date	

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

APPROVED
07 APR 2022
MINISH PARIKH
MANAGER PROCUREMENT

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		
Silver Oak Villas LLP	DC No.	19666
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	DC Date.	08-04-2022
	PO No.	87128
	PO Date.	06-04-2022
	Req ID	75334
	Req Date	06-04-2022
GSTIN : 36ADBFS3288A2Z7	Loc Req No	184071

	Description of Goods	HSN/SAC	Qty
1	9555 - Tools - Safety belt - other - nos	63072090	10
2	6164 - Miscellaneous - Safety Jacket - NA - Nos		10
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24	Inward No: 1953 Dt: 8/4/22		
25	GRN No: 105891 Dt: 8/4/22		
26	Received By: Sign:		
27	SILVER OAK VILLAS PART-III		
28			
29			
30			

SUMMIT SALES LLP R.R. DIST. IN WARD No: 79154 Date: 15/4 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction