PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	13/05/22	Prepared by	Ramya	Serial no.	3919
Supplier name	SSLCP			HO inward no.	
Firm/Company	SOVICP	Project	SOV-III	HO received date	
PO/WO date	06/05/22	PO/WO No.	88039	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23583	11/05/22	1,687/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,687/-

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

MRN nos.:	10708	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:	1,687/-
Amount E – PO / WO value:	1,687/-
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	16/05/22
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya				
Sign:	[signature]				
Date	13/05/22				
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

Summit Sales LLP

ORIGINAL INVOICE

#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.	23583
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	Invoice Date.	11-05-2022
	PO No.	88039
	PO Date.	06-05-2022
	Req ID	76226
	Req Date	04-05-2022
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Loc Req No	184152

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	9561 - Tools - Scissors - other - nos	9018	2	55.00	110.00	18	19.80
2	4040 - Consumables - Mopping Cloth - NA - nos White-12 Yellow-12	6307	24	16.75	402.00	5	20.10
3	4022 - Consumables - Dettol - NA - nos	3401	5	86.00	430.00	18	77.40
4	7560 - Stationery - other - Pen - NA - nos Blue	9608	20	3.50	70.00	18	12.60
5	7593 - Stationery - other - Stapler - other - nos	9608	4	36.50	146.00	18	26.28
6	7509 - Stationery - other - Calculator - NA - nos		2	158.00	316.00	18	56.88
7							
8							
9							
10							
11							
12							
13							
14							
15							
					1,474.00		213.06

IGST	CGST	SGST		
			Total Taxable Amount	
	106.53	106.53	Total Invoice Amount	1,687.06

Rupees : One Thousand Six Hundred Eighty Seven and Paise Six Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 94320 Date: 11/5 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 06-05-2022 16:31:22

Ori 88039
27.04.22 12:24:11

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

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	88039	184152
Doc Date	06-05-2022	
Quote No	Nil	
Quote Date	06-05-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9561 - Tools - Scissors - other - nos	2.00	55.00	0.00	18.00	129.80
2	4040 - Consumables - Mopping Cloth - NA - nos *White-12 Yellow-12*	24.00	16.75	0.00	5.00	422.10
3	4022 - Consumables - Dettol - NA - nos	5.00	86.00	0.00	18.00	507.40
4	7560 - Stationery - other - Pen - NA - nos *Blue*	20.00	3.50	0.00	18.00	82.60
5	7593 - Stationery - other - Stapler - other - nos	4.00	36.50	0.00	18.00	172.28
6	7509 - Stationery - other - Calculator - NA - nos	2.00	158.00	0.00	18.00	372.88
			Total Order Value . . .			**1,687.06**

Rupees : One Thousand Six Hundred Eighty Seven and Paise Six 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	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 site office use 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 inv e to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by en

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP-III	Date:	04-05-2022
Site & Phase :	Silver Oak Villas-III	Time:	15.00
Supplier		Req No.	184152
Material required before date: urgent		ID No.	76226

No	Description	Size	Quantity	Units	Inward No	Date
1	Cizers		2	Nos		
2	Yellow Cloths		12	Nos		
3	White Cloths		12	Nos		
4	Blue pens		2	boxs		
5	Staplers 88039		4	Nos		
6	Calculaters		2	Nos		
7	Handwash		5	Nos		
8						
9						
10						

Remarks: - For Site use purpose

Prepared By	G.chandra kanth	Approved by	APPROVED
Sign.& Date	04-05-2022	Sign. & Date	0 6 MAY 2022

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

P. PRABHAKAR
Sr. MANAGER PURCHASE

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

Silver Oak Villas LLP		DC No.	20141
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd		DC Date.	11-05-2022
		PO No.	88039
		PO Date.	06-05-2022
		Req ID	76226
GSTIN : 36ADBFS3288A2Z7		Req Date	04-05-2022
		Loc Req No	184152

	Description of Goods	HSN/SAC	Qty
1	9561 - Tools - Scissors - other - nos	9018	2
2	4040 - Consumables - Mopping Cloth - NA - nos	6307	24
3	4022 - Consumables - Dettol - NA - nos	3401	5
4	7560 - Stationery - other - Pen - NA - nos	9608	20
5	7593 - Stationery - other - Stapler - other - nos	9608	4
6	7509 - Stationery - other - Calculator - NA - nos		2

INWARD WITH TIME
Inward No: 2057 Dt: 11/5/22
MRN No: 107108 Dt: 11/5/22
Received By: Sign:
SILVER OAK VILLAS PART-III

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 79804
Date: 13/5/5
Sign:
R.R. DIST.