F

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	29/05/22	Prepared by	Ramya	Serial no.	4[illegible]
Supplier name	SSCLP			HO inward no.	
Firm/Company	SOVLLP	Project	SOV-iii	HO received date	
PO/WO date	04/03/22	PO/WO No.	86117	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22480	08/03/22	45,326/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	45,326
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 104637 — 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:	45,326/-
Amount E – PO / WO value:	Rs. 49,043/-
Amount F – Difference (A – E):	3,717/-
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	6/06/22
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya	[illegible]			
Sign:	R	[signature]			
Date	29/05/22	29 MAY 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Sr. MANAGER PURCHASE

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

Customer Details	Invoice No.	22480
Silver Oak Villas LLP	Invoice Date.	08-03-2022
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	PO No.	86117
	PO Date.	04-03-2022
	Req ID	74354
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Req Date	04-03-2022
	Loc Req No	183983

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4778 - Electrical - conducting - PVC Pipe - 1 In x 1.2	39172310	150	90.00	13,500.00	18	2,430.00
2	4777 - Electrical - conducting - Junction Box - 25mm	39174000	150	35.00	5,250.00	18	945.00
3	4500 - Electrical - conducting - PVC bend - other - 1.2	3917	210	11.00	2,310.00	18	415.80
4	4585 - Electrical - other - Insulation tape - NA - nos	8546	60	10.00	600.00	18	108.00
5	7278 - Plumbing - PVC - Solvent Cement - 250ml -	35061010	9	70.00	630.00	18	113.40
6	4547 - Electrical - other - Distribution Board - 3 4 way	8537	6	1670.00	10,020.00	18	1,803.60
7	4617 - Electrical - other - Metal box - 8way - nos	85365020	30	48.00	1,440.00	18	259.20
8	4616 - Electrical - other - Metal box - 6way - nos	85365020	50	45.00	2,250.00	18	405.00
9	4613 - Electrical - other - Metal box - 2way - nos	85365020	60	25.00	1,500.00	18	270.00
10	2055 - Carpentry - hardware - Bombay Nails - 21/2 In	7317	12	76.00	912.00	18	164.16
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	38,412.00	6,914.16
	3,457.08	3,457.08	Total Invoice Amount	45,326.16	

Rupees : Fourty Five Thousand Three Hundred Twenty Six and Paise Sixteen Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Form for closure of purchase order

Data required from site/engineers							
PO no	86117	PO date.	04/03/22	Req no	183783	Advice Scan ID	
MRN nos related to PO	104637, 104800.						

[ ]	Part material received.
[✓]	Full material received.
[ ]	Material not received
[ ]	Close PO – Balance material will be re-ordered by new requisition
[ ]	Cancel PO. Material not required.
[ ]	Cancel PO. Material will be re-ordered by new requisition.
[ ]	Keep PO open. Material required.
[ ]	Keep PO open. Work under progress.

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
K. Tulasi Rani		06/5/22	V. Purushoth		06/05/22

Data required from accounts:

[ ]	Checked with E&D for receipt of bills		
[ ]	Bills not received against this PO.		
[✓]	Part bill received against this PO.	Bill nos.	22577
[ ]	All bills received against this PO.		
[ ]	Advance paid against this PO.	Amount paid	

Remarks by Accountants:

Notes: 1. Pos issued for false ceiling and such works may have been processed by E&D. Check before filling the above.

Prepared by	Sign	Date	Accounts manager (approval required for PO more than 10k)	Sign	Date
Ramesh		10/5/22			

Advice by MD - action to be taken by purchase:

[✓]	Get certified bill from supplier (not original). (PART)		
[ ] ✓	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.		
[ ]	E&D to check receipt of bill and enter comments below.		
[ ]	Details of material supplied and balance material to be supplied is required.		

Remarks:

Prepared by	Sign	Date

APPROVED BY
13 MAY 2022
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

 07-03-2022 11:41:35 AM

86117
28.02.22 2:52:28

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	**Doc No**	86117	183983
	Doc Date	04-03-2022	
	Quote No	NIL	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	04-03-2022	
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	4778 - Electrical - conducting - PVC Pipe - 1 In x 1.2 mm - nos	150.00	90.00	0.00	18.00	15,930.00
2	4777 - Electrical - conducting - Junction Box - 25mm - nos	150.00	35.00	0.00	18.00	6,195.00
3	4500 - Electrical - conducting - PVC bend - other - nos *1.2*	210.00	11.00	0.00	18.00	2,725.80
4	4585 - Electrical - other - Insulation tape - NA - nos	60.00	10.00	0.00	18.00	708.00
5	7278 - Plumbing - PVC - Solvent Cement - 250ml - nos	9.00	70.00	0.00	18.00	743.40
6	4547 - Electrical - other - Distribution Board - 3 Phase - nos *4 way*	6.00	1,670.00	0.00	18.00	11,823.60
7	4617 - Electrical - other - Metal box - 8way - nos	30.00	48.00	0.00	18.00	1,699.20
8	4616 - Electrical - other - Metal box - 6way - nos	120.00	45.00	0.00	18.00	6,372.00
9	4613 - Electrical - other - Metal box - 2way - nos	60.00	25.00	0.00	18.00	1,770.00
10	2055 - Carpentry - hardware - Bombay Nails - 21/2 In - kgs	12.00	76.00	0.00	18.00	1,076.16
					Total Order Value . . .	**49,043.16**

Rupees : Fourty Nine Thousand Fourty Three and Paise Sixteen Only.

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	21577	11/3/22	3717-10
2.			
3.			
4.			
5.			

Terms and Conditions :-

Specification /	All items shall be of 'CG' brand, Seawind model
Payment Terms	After Delivery & Production of bill.
Tax	All taxes included in above price.
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.

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Purchase Order

 07-03-2022 11:41:35 AM Original / Office Copy / Purchase Div.Copy

Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Above order for Villa no- 160, 161, 164 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 invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form - Electrical Conducting - Internal					
Company	Silver Oak Villas LLP-III		Site & Phase	SOV -III	
Req. no.	183983		Req. Date	04-03-2022	
Material required before	08-03-2022		ID no.	74354	
Prepared by:	G.chandrakanth		Approved by (sign):		
Flat / Block no:	V.no :-160,161,164				
Type A2 1100 Sft 3BHK Order Value:	3	Villas			
Type A2 1100 Sft 2BHK Order Value:	0	Villas			

APPROVED
07 MAR 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

S No.	Item Description	Units	Qty required forType C2 2040 Sft 3BHK flat	Qty required forType A1 1100 Sft 3BHK flat	Type B 1010 2BHK flats requirement	Type A 1210 Sft3 BHK flats requirement	Quantity required	Qty Available at site	Balance Qty to be ordered	Inward No	Date
1	PVC Pipe 1.2mm Thick	Nos	50.0		0	3	-	150.0	150.00		
2	PVC Junction Box	Nos	50.0		0	3	-	150.0	150.00		
3	PVC Bends-1.2mm	Nos	70.0		0	3	-	210.0	210.00		
4	Insulation Tapes	Nos	20.0		0	3	-	60.0	60.00		
5	Solvent Cement 250 ML	Nos	3.0		0	3	-	9.0	9.00		
6	DB Box 6 Way	Nos	-		0	3	-	-	0.00		
7	DB Box 4 Way	Nos	2.0	86117	0	3	-	6.0	6.00		
8	8 Way Metal Box	Nos	10.0		0	3	-	30.0	30.00		
9	6 Way Metal Box	Nos	40.0		0	3	-	120.0	120.00		
10	2 Way Metal Box	Nos	20.0		0	3	-	60.0	60.00		
11	MS Nails 2 1/2"	Kg's	4.0		0	3	-	12.0	12.00		
	Total						0.00	795.00	795.00		

Note: For PVC pipes round off order to nearest bundles.

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

Silver Oak Villas Part III, Sy. No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd

GSTIN : 36ADBFS3288A2Z7

DC No.	19230
DC Date	08-03-2022
PO No.	86117
PO Date	04-03-2022
Req ID	74354
Req Date	04-03-2022
Loc Req No	183983

	Description of Goods	HSN/SAC	Qty
1	4778 - Electrical - conducting - PVC Pipe - 1 In x 1.2 mm - nos	39172310	150
2	4777 - Electrical - conducting - Junction Box - 25mm - nos	39174000	150
3	4500 - Electrical - conducting - PVC bend - other - nos	3917	210
4	4585 - Electrical - other - Insulation tape - NA - nos	8546	60
5	7278 - Plumbing - PVC - Solvent Cement - 250ml - nos	35061010	9
6	4547 - Electrical - other - Distribution Board - 3 Phase - nos	8537	6
7	4617 - Electrical - other - Metal box - 8way - nos	85365020	30
8	4616 - Electrical - other - Metal box - 6way - nos	85365020	50
9	4613 - Electrical - other - Metal box - 2way - nos	85365020	60
10	2055 - Carpentry - hardware - Bombay Nails - 21/2 In - kgs	7317	12
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Dt: 8/3/22
Received By:
SILVER OAK VILLAS PART-III

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 80235
Date: 29/5

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction