

PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:		29/05/22		Prepared by		Ranya		Serial no.		4426	
Supplier name		SSLLP				HO inward no.					
Firm/Company		SOULLP		Project		SON-III		HO received date			
PO/WO date		12/03/22		PO/WO No.		86355		Scan ID.			
Sl no.	Bill no.			Bill date		Bill amount			Original attached		
1.	23246			25.04/22		76,500/-			☒ Yes ☐ No		
2.									☐ Yes ☐ No		
3.									☐ Yes ☐ No		
4.									☐ Yes ☐ No		
Amount A – Bills total (Excluding Transport & Hamali Charges):								76,500			
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report											
MRN nos.:		106344				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:								76,500/-			
Amount E – PO / WO value:								76,500/-			
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				6/06/22							
Remarks:				Final Bill							
Approved by		Purchase Officer		Purchase Manager		M D		Accountant		Accounts Manager	
Name:		Ranya		APPROVED							
Sign:		[Signature]		30 MAY 2022							
Date		29/05/22		MINISH PARIKH							
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.

2
10/10/10

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

1 of 1

Customer Details				Invoice No.		23246	
Silver Oak Villas LLP Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd GSTIN : 36ADBFS3288A2Z7							

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

12-03-2022 16:25:17



86355

28.02.22 2:52:29

From Company : **Silver Oak Villas LLP**
 5-4-187/3 & 4, IIInd 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	86355	183991
Doc Date	12-03-2022	
Quote No	Nil	
Quote Date	01-02-2021	
SupplyType	Supply And Installation	

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 8247 - Steel - other - Ms Grills - 6 ft X 4 ft - Sft 69.75" x 45.75" - 15 nos	360.00	97.65	0.00	18.00	41,481.72
2 8260 - Steel - other - MS Grill - 2 ft X 2 ft - Sft 21.75" x 21.75" - 09 nos	36.00	97.65	0.00	18.00	4,148.17
3 8258 - Steel - other - MS Grill - 2 ft X 4 ft - Sft 21.75" x 45.75" - 18 nos	144.00	97.65	0.00	18.00	16,592.69
4 8141 - Steel - other - M.S.Grills - Others - SFT 39.75" x 33.75" - 03 nos	31.50	97.65	0.00	18.00	3,629.65
5 8249 - Steel - other - MS Grill - 4 ft X 4 ft - Sft 45.75" x 45.75" - 03 nos	48.00	97.65	0.00	18.00	5,530.90
6 6188 - Miscellaneous - Hamali charges - NA - Per Sft	619.50	7.00	0.00	18.00	5,117.07
Total Order Value . . .					76,500.20

Rupees : Seventy Six Thousand Five Hundred and Paise Twenty Only.

Terms and Conditions :-

Specification / Brand	As per given in the quotation.
Payment Terms	After delivery & production of bill
Tax	All taxes included in above price.
Delivery Date	Within 4days.
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penalty For Delay	Bills must be submitted to H.O. within 30days of completion of work. 10% pty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price.
Warranty	1 year on workmanship.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Villa no. 112,113 & 114.
Completion Date	Work to be completed in 5days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
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 **Silver Oak Villas LLP**

Authorised Signatory

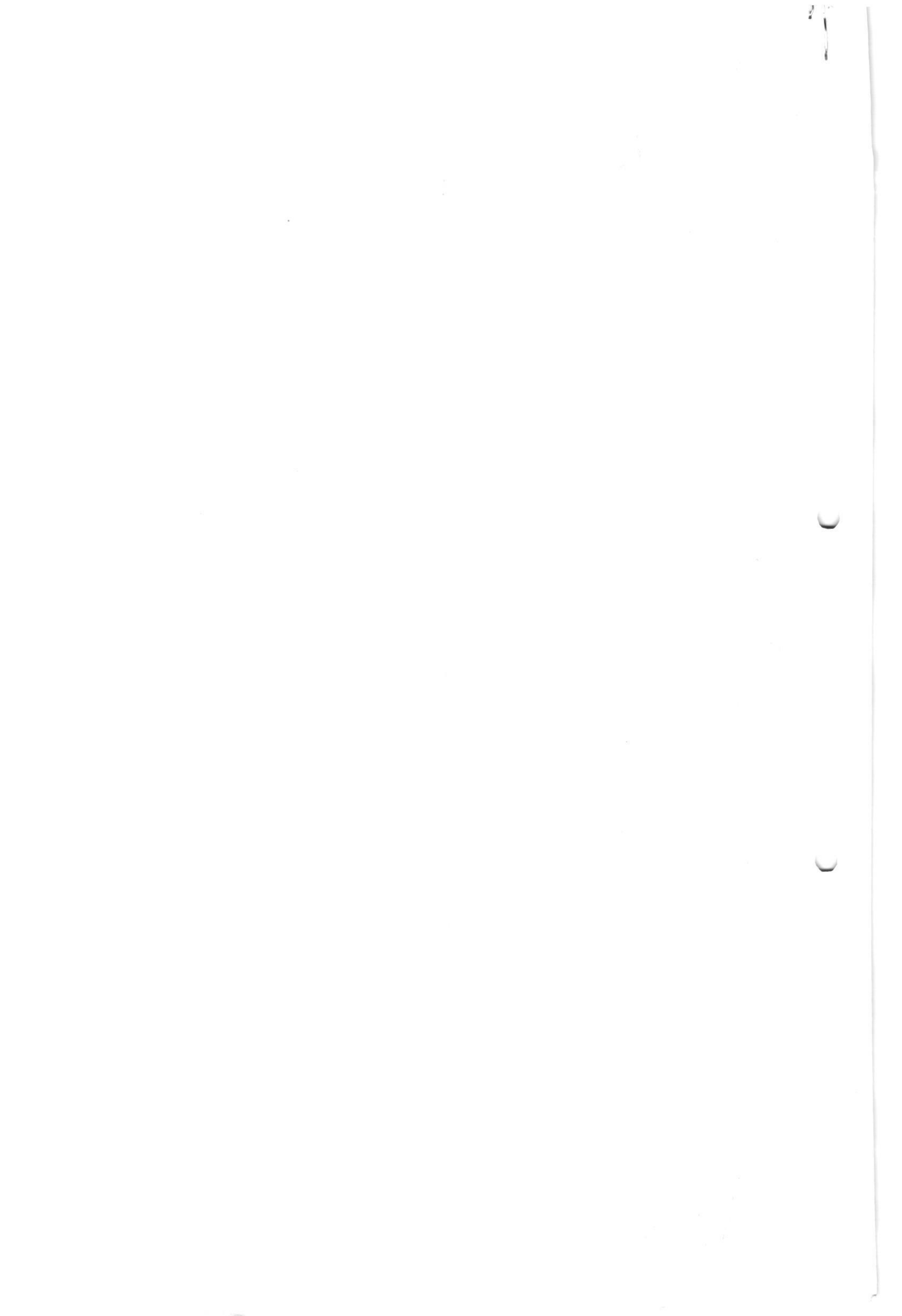
Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____



Form for closure of purchase order

Data required from site/engineers:					
PO no.:	86355	PO date:	12/3/22	Req. no.:	183991
MRN nos. related to PO		106344			
☐	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	(h)	06/5/22	K. B. Rani	R	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.			
☐	All bills received against this PO.				
☐	Advance paid against this PO.	Amount paid			
Remarks by Accountants: Bill Not Received					
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
Ramish	(h)	10/5/22			
Advice by MD - action to be taken by purchase:					
☐	Get certified bill from supplier (not original).				
☒	Prepare bill in SLLP 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

Requisition Form Grills												
Company		Silver Oak Villas LLP-III			Site & Phase		SOV-III					
Req No:-		183991			Req. Date		07-03-2022					
Material required before		15-03-2022			Approved by:							
Prepared by:		B.Meenakshi			ID no.		74611					
Villa no:		villa no 112,113,114										
Type-A1,20400Sft3BHK Order Value:		3 Villas										
Type A2 1100 Sft 2BHK Order Value:		0 Flats										
Type B 1010 Sft 2BHK Order Value:		0 Flats										
S No.	Item Description	Units	Qty required for A1 1100 Sft 2BHK flat	Qty required for A1 1100 Sft 2BHK flat	Type B 1010 2BHK flats requirement	A1 1100 Sft 2BHK flats requirement	Quantity required	Qty Available at site	Balance Qty to be ordered	Quantity in sft	Inward No	Date
1	Powder coated Grills 6' x 4'	nos	5		-	-	15	-	15	360		
2	Powder coated Grills 2' x 2'	nos	3		-	-	9	-	9	36		
3	Powder coated Grills 2' x 4'	nos	6		-	-	18	-	18	144		
4	Powder coated Grills 3.6"X3'	nos	1		-	-	3	-	3	32		
5	Powder coated Grills 4X4'	nos	1		-	-	3	-	3	48		
Total			16				48	-	48	620		

14 MAR 2022

86355

DELIVERY CHALLAN SUMMIT SALES LLP

S-1-1873, 8 & 9th floor, M.G. Road, secunderabad - 500 003
Tel. (040) - 6633 5551

M/s

Summit Sales LLP
Phase 3

DC No

4501

Date

21/4/22

Site

Vehicle No.

15300750

P.O. / W.O. No.

86355

P.O. / W.O. Date

12/3/22

Sl
No

PARTICULARS

Quantity

1

14 S. Girders 6x4' = 15 (1/015)

360.00

2

2x2' = 09 (1)

36.00

3

2x4' = 18 "

144.00

4

29'75" x 33'75" = 03 (1/01)

31.50

5

4x4 03 (1/5)

48.00

6

7

8

9

10

11

12

13

14

15

16

17

18

19

20



INVOICE WITH TIME	
Invoice No. 1994	Date 21/4/22
Job No. 106304	Date 22/4/22
Received By	Sign
SILVER STAR VILLAS KAPIL	

GSTIN :

Received the above materials in good condition

Received by M.H. K. A.

Stamp

Date

21/4/22

21/4/22

For SUMMIT SALES LLP

Authorized Signatory

