PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	04/06/22	Prepared by	Ramya	Serial no.	4818
Supplier name	SSCLP			HO inward no.	
Firm/Company	MRPLCP	Project	NGH	HO received date	
PO/WO date	27/04/22	PO/WO No.	87747	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23455	05/05/22	2,841/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,841/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	106784	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:	2,841/-
Amount E – PO / WO value:	2,841/-
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	13/06/22
Remarks:	final Bill - NOC taken

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya	[illegible]			
Sign:	[signature]	[signature]			
Date	04/06/22	04 JUN 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED

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.	23455
Silver Oak Villas LLP	Invoice Date.	05-05-2022
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	PO No.	87747
	PO Date.	27-04-2022
	Req ID	75936
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Req Date	26-04-2022
	Loc Req No	184116

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4065 - Consumables - Vim bar - NA - nos	3405	3	45.00	135.00	18	24.30
2	4059 - Consumables - Surf Detergent Powder - NA - packets	3402	3	25.20	75.60	5	3.78
3	4022 - Consumables - Dettol - NA - nos hand wash	3401	5	86.00	430.00	18	77.40
4	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	5	82.00	410.00	18	73.80
5	4014 - Consumables - Colin - 500ml - nos	3402	4	88.00	352.00	18	63.36
6	4001 - Consumables - Air Freshner - NA - nos odonil	3307	5	45.00	225.00	18	40.50
7	4046 - Consumables - Phinyle - 1Ltr - nos	2907	3	52.00	156.00	18	28.08
8	4001 - Consumables - Air Freshner - NA - nos air pockets	3307	6	48.00	288.00	18	51.84
9	4001 - Consumables - Air Freshner - NA - nos room freshner	3307	4	86.00	344.00	18	61.92
10							
11							
12							
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14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	2,415.60	424.98
	212.49	212.49	Total Invoice Amount	2,840.58	

Rupees : Two Thousand Eight Hundred Fourty and Paise Fifty Eight Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 94038 Date: 5/5 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 27-05-2022 5:19:48 PM

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

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

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	87747	184116
Doc Date	27-04-2022	
Quote No	nil	
Quote Date	27-04-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4065 - Consumables - Vim bar - NA - nos	3.00	45.00	0.00	18.00	159.30
2	4059 - Consumables - Surf Detergent Powder - NA - kgs *packets*	3.00	25.20	0.00	5.00	79.38
3	4022 - Consumables - Dettol - NA - nos *hand wash*	5.00	86.00	0.00	18.00	507.40
4	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	5.00	82.00	0.00	18.00	483.80
5	4014 - Consumables - Colin - 500ml - nos	4.00	88.00	0.00	18.00	415.36
6	4001 - Consumables - Air Freshner - NA - nos *odonil*	5.00	45.00	0.00	18.00	265.50
7	4046 - Consumables - Phinyle - 1Ltr - nos	3.00	52.00	0.00	18.00	184.08
8	4001 - Consumables - Air Freshner - NA - nos *air pockets*	6.00	48.00	0.00	18.00	339.84
9	4001 - Consumables - Air Freshner - NA - nos *room freshner*	4.00	86.00	0.00	18.00	405.92
				Total Order Value . . .		**2,840.58**

Rupees : Two Thousand Eight Hundred Fourty and Paise Fifty Eight 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

Books of accounts verified and no bills wrt this PO were received by accounts
Name: P. Ramesh
Sign:
Date: 02/06/22

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

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

Name : ____________________

Name : ____________________

Date : __/__/____

Purchase Order

 27-05-2022 5:19:48 PM Original / Office Copy / Purchase Div.Copy

Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above material order site office cleaning work 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 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 : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP-III		
Site & Phase :	Silver Oak Villas-III	Date:	26-04-2022
Supplier		Time:	10:30
Material required before date:	28-04-2022	Req. No.	184116
		ID No.	

No	Description	Size	Quantity	Units	Inward Number	Date
1	Vim Bar		5	Nos		
2	Hand Wash		5	Nos		
3	Surf		3	Pkt		
4	Lizol		5	Nos		
5	Colin		4	Nos		
6	Odonil		5	Nos		
7	Air Pockets		6	Nos		
8	Phenyl		3	Nos		
9	Room Freshner		4	Nos		

marks: - for Site Office Cleaning purpose

pared By	K.Tulasi Rani	Approved by	
.& Date	26-04-2022	Sign. & Date	

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

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.	20044
DC Date.	05-05-2022
PO No.	87747
PO Date.	27-04-2022
Req ID	75936
Req Date	26-04-2022
Loc Req No	184116

	Description of Goods	HSN/SAC	Qty
1	4065 - Consumables - Vim bar - NA - nos	3405	3
2	4059 - Consumables - Surf Detergent Powder - NA - kgs	3402	3
3	4022 - Consumables - Dettol - NA - nos	3401	5
4	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	5
5	4014 - Consumables - Colin - 500ml - nos	3402	4
6	4001 - Consumables - Air Freshner - NA - nos	3307	5
7	4046 - Consumables - Phinyle - 1Ltr - nos	2907	3
8	4001 - Consumables - Air Freshner - NA - nos	3307	6
9	4001 - Consumables - Air Freshner - NA - nos	3307	4
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2055 5/5/22

MRN No. 106784 5/5/22

Received By

SILVER OAK VILLAS PART-III

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP INWARD No: 80212 Date: 28/5 Sign: R.R. DIST.