PURCHASE DIVISION
Advice for approval for credit to supplier (B)

Date:	07/06/22	Prepared by	Ramya	Serial no.	4794
Supplier name	Sri Balaji Enterprises			HO inward no.	
Firm/Company	SOV LLP	Project	SOV - Lu	HO received date	
PO/WO date	27/05/22	PO/WO No.	88661/88662	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	16	01/06/22	7,080/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	7,080/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 108088, 108089	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:	7,080/-
Amount E – PO / WO value: 7000 PO value	7,080/-
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

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya				
Sign:	Ru				
Date	07/06/22				
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

SRI BALAJI ENTERPRISES # 14-1-418, NEAR ROCKET GROUND NEW AGHAPURA HYDERABAD 500001 T.S Phone no.: 9030605690 Email: seetaram.joshi@yahoo.com GSTIN: 36AEIPJ0494H1ZF State: 36-Telangana	Invoice No. **16**	Date **01-06-2022**
	Place of Supply **36-Telangana**	PO date **27-06-2022**
	PO number **88661/88662**	Vehicle Number

Bill To **SILVER OAK VILLAS LLP** 5-4-187/3&4, IInd Floor, MG Road, Secunderabad - 03 Contact No.: 9502177288 GSTIN Number: 36ADBFS3288A2Z7 State: 36-Telangana	Ship To SILVER OAK VILLAS PART 3 CHERLAPALLY -

#	Item name	HSN/ SAC	Quantity	Unit	Price/ Unit	GST	Amount
1	SCREWS 100X8MM (100 PER PKT)		10	PKT	₹ 600.00	₹ 1,080.00 (18.0%)	₹ 7,080.00
	Total		**10**			**₹ 1,080.00**	**₹ 7,080.00**

Invoice Amount In Words

Seven Thousand and Eighty Rupees only

Amounts:	
Sub Total	₹ 7,080.00
Total	**₹ 7,080.00**
Received	₹ 0.00
Balance	₹ 7,080.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
	₹ 6,000.00	9.0%	₹ 540.00	9.0%	₹ 540.00	₹ 1,080.00
Total	**₹ 6,000.00**		**₹ 540.00**		**₹ 540.00**	**₹ 1,080.00**

Terms and conditions:

GOODS ONCE SOLD WILL NOT BE TAKEN BACK
SUBJECT TO HYDERABAD JURI ATTRACT INTEREST AT 24% P.A.SDICTION.
PAYMENT POST DUE DATE WILL

Company's Bank details:

Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY

Bank Account No.: 4312001151

Bank IFSC code: KKBK0000553

Account Holder's Name: KIRAN DEVI JOSHI

UPI SCAN TO PAY

For, SRI BALAJI ENTERPRISES

SRI BALAJI ENTERPRISES SBE HYD.

Authorized Signatory

2212

INWARD
Inward No: 2212 Dt: 2/6/22
MRN No: 108088, 108089 2/6/22
Received By: Sign:
M H P L-SOV-M

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 95212
Date: 6/6/22
Sign:

 28-05-2022 10:40.05 AM

Purchase Order

88661
20.05.22 3:37:21

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

Sri Balaji Enterprises
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	88661	184198
Doc Date	27-05-2022	
Quote No	Nil	
Quote Date	25-05-2022	
SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2156 - Carpentry - hardware - S.S. Screws - other - pkts *100x8 mm*	5.00	600.00	0.00	18.00	3,540.00

Rupees : Three Thousand Five Hundred Fourty Only. **Total Order Value . . .** **3,540.00**

Terms and Conditions :-

Specification /	All items are branded
Payment Terms	After delivery and production of bills
Tax	Included in the above prices
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	Extra
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Above order is for door frames fixing , purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________________

Contact ...

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Name : ____________________

Date : __/__/____

Purchase Order

 28-05-2022 10:40:05 AM

88662
20.05.22 3:37:21

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

Sri Balaji Enterprises
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	88662	184197
Doc Date	27-05-2022	
Quote No	Nil	
Quote Date	25-05-2022	
SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

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Rupees : Three Thousand Five Hundred Fourty Only.

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Penality For Delay	Nil
Transportation	Extra
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Above order is for door frames fixing , purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________

Contact - -

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Name : ____________

Date : __/__/____

Requisition Form - Door Frames

Company	Silver Oak Villas LLP-III	Site & Phase	SOV-III
Req. no.	184197	Req. Date	25-05-2022
Material required before	Urgent	ID no.	76742
Prepared by:	B.Meenakshi	Approved by (sign):	
Flat / Block no:	Villa no 148,149,150		
Material :-	Door Frames (Wpc)		
Type A 1210 Sft 3BHK Order Value:	3 Villas		
Type B 1010 Sft 2BHK Order Value:	0 Villas		
Electrical duct doors	0		

APPROVED 26 MAY 2022

S No.	Item Description	Units	Qty required for Type B 1210 Sft 3BHK flat	Qty required for Type A 1210 Sft 3BHK flat	Type B 1010 2BHK flats requirement	Type A 1210 Sft3 BHK flats requirement	Quantity required	Qty Available at site - full frames	Balance Qty to be ordered
1	Main door frame 7' x 3'6" with threshold	Nos	1.00	0.00	0.00	3.00	3.00	0.00	3.00
2	Door frame 7' 3"x 3' without threshold	Nos	4.00	0.00	0.00	3.00	12.00	0.00	12.00
3	Door frame 7' 3" x 2'6" without threshold	Nos	6.00	0.00	0.00	3.00	18.00	0.00	18.00
4	Door frame 7' x 3' with threshold	Nos	2.00	0.00	0.00	3.00	6.00	0.00	6.00
5	Door frame 7' x 2'6" with threshold	Nos	3.00	0.00	0.00	3.00	9.00	0.00	9.00
	Total		16.0				48.00	0.00	48.00

88653

S No.	Item Description	Units	Quantity required	Qty Available at site - extra pieces	Balance Qty to be ordered	Qty in cft	Inward No	Date
1	Main door side 7' 3" X 5" X 3"	Nos	6.00	0.00	6.00	4.46		
2	Main door top /bottom 4' X 5" X 3"	Nos	6.00	0.00	6.00	2.46		
3	Other door sides 7' 3" X 4" X 2 1/2"	Nos	72.00	0.00	72.00	35.83		
4	Other door top / bottom 3' X 4" X 2 1/2"	Nos	18.00	0.00	18.00	3.71		
5	Other door top / bottom 3' 6" X 4" X 2 1/2"	Nos	24.00	0.00	24.00	5.77		
6	Other door sides 5' X 4" X 2 1/2"	Nos	18.00	0.00	18.00	0.52		
7	Other door top / bottom 2'6" X 4" X 2 1/2"	Nos	18.00	0.00	18.00	0.31		
8	Fish Tail Holdfast	Nos	0.00	0.00	0.00			
9	SS Screw 32X 8 MM	packets	10.00	0.00	10.00			
10	SS Screw 100X 8 MM	Box	5.00	0.00	5.00			
	Total		177.0	0.0	177.0	53.1		

88662

Note: Round of nails to the nearest kg.

Requisition Form - Door Frames

Company	Silver Oak Villas LLP-III		Site & Phase	SOV-III
Req. no.	184198		Req. Date	25-05-2022
Material required before	Urgent		ID no.	76742
Prepared by:	B.Meenakshi		Approved by (sign):	
Flat / Block no:	Villa no 185,186158			
Material :-	Door Frames (Wpc)			
Type A 1210 Sft 3BHK Order Value:	3	Villas		
Type B 1010 Sft 2BHK Order Value:	0	Villas		
Electrical duct doors	0			

S No.	Item Description	Units	Qty required for Type B 1210 Sft 3BHK flat	Qty required for Type A 1210 Sft 3BHK flat	Type B 1010 2BHK flats requirement	Type A 1210 Sft3 BHK flats requirement	Quantity required	Qty Available at site - full frames	Balance Qty to be ordered
1	Main door frame 7' x 3'6" with threshold	Nos	1.00	0.00	0.00	3.00	3.00	0.00	3.00
2	Door frame 7' 3"x 3' without threshold	Nos	4.00	0.00	0.00	3.00	12.00	0.00	12.00
3	Door frame 7' 3" x 2'6" without threshold	Nos	6.00	0.00	0.00	3.00	18.00	0.00	18.00
4	Door frame 7' x 3' with threshold	Nos	2.00	0.00	0.00	3.00	6.00	0.00	6.00
5	Door frame 7' x 2'6" with threshold	Nos	3.00	0.00	0.00	3.00	9.00	0.00	9.00
	Total		16.0				48.00	0.00	48.00

8865

S No.	Item Description	Units	Quantity required	Qty Available at site - extra pieces	Balance Qty to be ordered	Qty in cft	Inward No	Date
1	Main door side 7' 3" X 5" X 3"	Nos	6.00	0.00	6.00	4.46		
2	Main door top /bottom 4' X 5" X 3"	Nos	6.00	0.00	6.00	2.46		
3	Other door sides 7' 3" X 4" X 2 1/2"	Nos	72.00	0.00	72.00	35.83		
4	Other door top / bottom 3' X 4" X 2 1/2"	Nos	18.00	0.00	18.00	3.71		
5	Other door top / bottom 3' 6" X 4" X 2 1/2"	Nos	24.00	0.00	24.00	5.77		
6	Other door sides 5' X 4" X 2 1/2"	Nos	18.00	0.00	18.00	0.52		
7	Other door top / bottom 2'6" X 4" X 2 1/2"	Nos	18.00	0.00	18.00	0.31		
8	Fish Tail Holdfast	Nos	0.00	0.00	0.00			
9	SS Screw 32X 8 MM	packets	10.00	0.00	10.00			
10	SS Screw 100X 8 MM	Box	5.00	0.00	5.00			
	Total		177.0	0.0	177.0	53.1		

8866

Note: Round of nails to the nearest kg.

APPROVED
26 MAY 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE