

(3)
PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 7/7/22		Prepared by: Vanajathi		Serial no. 5947	
Supplier name: M. Sudharshan				HO inward no.	
Firm/Company: SSVLP		Project: SSV-III		HO received date	
PO/WO date: 8/4/22		PO/WO No. 87161		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	185	20/06/22	98,247	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 98,247/-

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

MRN nos.: Installation Report attached	Proof of delivery matches MRN	☒ Yes ☐ No
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Amount B – Other Credits : Transportation charges -

Amount C – Other Debits : -

Amount D (D=A+B-C) – Amount to be credited to the supplier: 98,247/-

Amount E – PO / WO value: 97,565.35

Amount F – Difference (A – E): 682/-

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: 11/07/22

Remarks: final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajathi	P. Prabhakar			
Sign:	[Signature]	[Signature]			
Date:	7/7/22	10.7.2022			
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 weightment 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 INVOCIE

Cell : 9849102251

M. SUDARSHAN

FABRICATION OF ALUMINIUM PARTITIONS, DOORS, WINDOWS & INTERIOR WORKS

D.No. 1348, Pioneer Bazar, Bollaram, Secunderabad - 500 010. T.S.

Email : sudarshan.maheshwaram@yahoo.com

GSTIN No. 36BBIPM8347N1ZW

Name :

Silveroak Villas LLP

5-4-187/344 II Floor m.g Road Secbad

GST No 36ADBFS 3288 A2 Z7

Bill No. **185**Date : **20-6-22**

D.C No. 11

Date :

Order No. **87161**

Date :

SI No	PARTICULARS	HSN CODE	FOR SIZE	QTY	FOR SFT	Amount Rs.	Ps.
	<u>UPVC Windows</u>						
1	6'-0 x 4'-0 x 3 Nos	39252000		72-0 SFT	335=00	24120	00
2	2'-0 x 2'-0 x 3 Nos			12-0	520=00	6240	00
3	2'-0 x 4'-0 x 4 Nos			32-0	485=00	15520	00
4	4'-0 x 3'-0 x 1 No			12-0	385=00	4620	00
5	6'-0 x 4'-0 x 3 Nos			72-0	385=00	27720	00
6	4'-0 x 4'-0 x 1 No Box			16-0	315=00	5040	00
	VNO 115						
Rupees In Words: <u>Ninty Eight thousand</u>		SUB TOTAL				83260	00
<u>Two hundred forty Six and</u>		SGST	%	9		7493	40
<u>Eighty Paise only</u>		CGST	%	9		7493	40
		IGST	%				
		GRAND TOTAL				98246	80

TERMS & CONDITIONS :

1. Goods once sold will not be taken back and No claim for shortage or damage will be entertained.
2. Cheque disgonour Rs. 500/- Extra
2. Our responsibility ceases no seener goods are handed over to the carring agency
4. Subject to secunderabad Jurisdiction Only.

For **M. SUDARSHAN***Sudarshan*

Signature

M. SUDARSHAN

FABRICATION OF ALUMINIUM PARTITIONS, DOORS, WINDOWS & INTERIORS

D.No. 1348, Pichay, Dargah, 500 012, Hyderabad - 500 012

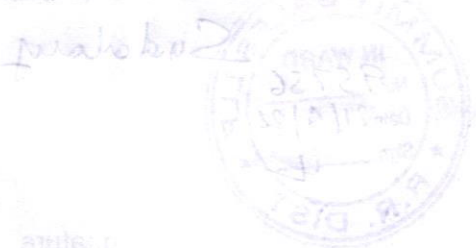
Email: sudarshan@rediffmail.com

GSTIN NO. 36ABR23288A221

SI No	PARTICULARS	HSN CODE	FOR SIZE	QTY	UNIT	AMOUNT
1	UPVC Windows					
1	6'-0" x 4'-0" x 3 nos			12-0	332.00	3984.00
2	2'-0" x 2'-0" x 3 nos			12-0	222.00	2664.00
3	2'-0" x 4'-0" x 4 nos			32-0	182.00	5824.00
4	4'-0" x 2'-0" x 1 nos			12-0	282.00	3384.00
5	6'-0" x 4'-0" x 2 nos			24-0	382.00	9168.00
6	4'-0" x 4'-0" x 1 nos			12-0	212.00	2544.00
VNO 112						
Grand Total						83280.00
Taxes						1003.00
Grand Total						84283.00

Terms & Conditions:
 1. Goods once sold will not be taken back and no return for exchange or refund will be entertained.
 2. Goods delivered Rs. 800/- Extra.
 3. Our responsibility ceases on delivery of goods and no further liability shall be incurred.
 4. Subject to security and insurance.

M. S. SUDARSHAN



Signature

Purchase Order

Page: 1 of 1

11-04-2022 9:52:35 AM



87161

04.04.22 1:33:42

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

Mr. M. Sudarshan

H.No. 1348, Pioneer Bazar, Bolarum, Secunderabad.

9849102251

Doc No

87161

184069

Doc Date

08-04-2022

Quote No

Nil

Quote Date

09-03-2022

SupplyType

Supply And Installation

Kind Attn : Mr. M. Sudarshan

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST%	Amount
1 2429 - Carpentry - windows - UPVC Sliding windows-2.5 track-with mesh - 6ft X 4ft - Sft 71.50" x 47.50" - 03 nos	72.00	335.00	0.00	18.00	28,461.60
2 2450 - Carpentry - windows - UPVC Ventilator - 2ft x 2ft - Sft Openable - Top Hung - 23.50" x 23.50" - 03 nos	12.00	520.00	0.00	18.00	7,363.20
3 2443 - Carpentry - windows - UPVC Openable window - 2ft X 4ft - Sft 23.50" x 47.50" - 04 nos	32.00	485.00	0.00	18.00	18,313.60
4 2428 - Carpentry - windows - UPVC window - NA - Sft 2.5 Track - sliding - 41.50" x 35.50" - 01 nos	10.50	385.00	0.00	18.00	4,770.15
5 2428 - Carpentry - windows - UPVC window - NA - Sft 2.5 Track with provision only - 71.50" x 47.50" - 03 nos	72.00	385.00	0.00	18.00	32,709.60
6 2452 - Carpentry - windows - UPVC Fixed window - 4ft x 4ft - Sft 47.50" x 47.50" - 01 no	16.00	315.00	0.00	18.00	5,947.20
Total Order Value . . .					97,565.35

Rupees : Ninty Seven Thousand Five Hundred Sixty Five and Paise Thirty Five Only.

Terms and Conditions :-

Specification / Brand As per details given in the quotation dt. 09/03/2022.

Payment Terms 10% as advance & balance on delivery of materials and receipt of invoice. Advance paid to be proportionately deducted.

Tax All taxes included in above price.

Delivery Date Within 4 days.

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 30 days 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 Rs. 9,600/- to be pay vide cheque no. , dtd.

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for V.no. 115.

Completion Date Work to be completed within 2 working days. Penalty of 5% of order value per week shall be levied for delay.

For Silver Oak Villas LLP

Accepted the above Terms And Conditions

Authorised Signatory

For Mr. M. Sudarshan

Name :

Name :

Date : / /

Purchase Order

Page(s) 2 Of 2

11-04-2022 9:52:35 AM

Original / Office Copy / Purchase Div Copy

Measurement

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

Name :

11/04/2022

Accepted the above Terms And Conditions

For *Mr. M. Sudarshan*

Name :

Date : / /

INSTALLATION REPORT

Company/ firm:	SOV LLP	Requisition nos.:	184069
Project:	SOV-II	PO no.:	87161
Supplier:	M. Sudarshan	Material type:	UPVC windows

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	18/6/22	115	upvc sliding windows	6x4	3 No's
2.	"	115	" ventilator	2x2	3 No's
3.	"	"	" openable windows	2x4	4 No's
4.	"	"	upvc sliding window	3.5x3'	1 No's
5.	"	"	" window	6x4	3 No's
6.	"	"	upvc fixed window	4x4	1 No.
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
Total:					15 No's
Remarks:					

Approved by	Project manager APPROVED BY 21 JUN 2022 K. PURSHOTHAM	Security	Admin (Audit)
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Note: 1. Report to be sent on completion of work. 2. For partial completion report must be sent once a month. 3. This report is required for installation of windows, french windows, balcony/ staircase railing, fire doors and such materials where PO for material + labour is issued. Exclude false ceiling, painting, water proofing etc. Advice for giving credit to contractor/supplier form is being set to E&D. 4. One or more reports can be made per PO. Multiple POs in one report. 5. Provide report on defaults, poor quality, missing items, etc. 6. Reports to be provided regularly. However, must be provided within one working day of request from purchase.

Requisition Form - UPVC Windows

Company	SOV LLP	SOV-III				
Req. no.	184069	Req. Date	06-04-2022			
Material required before	15-04-2022	ID no.	75311			
Prepared by:	G.chandra kanth	Approved by (sign):				
Flat / Block no:	V.no 115					
Name of the Supplier :-						
Type C1 2040 Sft 3BHK Order Value:	1 Villas					
Type C2 2040 Sft 3BHK Order Value:	0 Villas					

S No.	Item Description	Units	Qty required forType C1 2040 Sft 3BHK flat	Qty required forType C2 2040 Sft 3BHK flat	Qty required forType A 2040 Sft 3BHK flat	Quantity required	Qty Available at site	Balance Qty to be ordered	Inward No	Date
1	(2.5 Track) Sliding Window with mesh 6' x 4'	✓								
2	(2.5 Track) Sliding Window without mesh 6' x 4'	✓	No's	3		3	-	3		
3	Openable Windows (Ven) 2' x 2'	✓	No's	3		3	-	3		
4	Openable Windows (Ven) 2' x 4'	✓	No's	3		3	-	3		
5	(2.5 Track) Sliding Window with mesh 3.6"X3'	✓	No's	4		4	-	4		
6	(2.5 Track) Sliding Window Without Mesh 4'X4'	✓	No's	1		1	-	1		
7	Fixed Window 3.6"X3'		No's	-		-	-	-		
8	Fixed Window 4'X4'		No's	-		-	-	-		
	Total		No's	15		15	-	15		

APPROVED BY
09 APR 2022
SOFAM MODI
MANAGING DIRECTOR

8/11/2022
Sofam Modi

