PURCHASE DIVISION
Advice for approval for credit to supplier

B

Date:	23/08/22	Prepared by	Ramya	Serial no.	7519
Supplier name	SSELP			HO inward no.	
Firm/Company	SOVLLP	Project	SOV-III	HO received date	
PO/WO date	16/08/22	PO/WO No.	91056	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	25247	18/08/22	2,487/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No
5.				

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,487/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 110786	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:	2,487/-
Amount E – PO / WO value:	2,487/-
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	29/08/22
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya				
Sign:	[signature]				
Date	23/08/22				
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

ORIGINAL 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/UIN: 36ACQFS2044C1Z7**

Customer Details		
Silver Oak Villas LLP	Invoice No.	25247
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	Invoice Date.	18-08-2022
	PO No.	91056
	PO Date.	16-08-2022
	Req ID	78902
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Req Date	16-08-2022
	Loc Req No	184500

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	730400 - STAT-Stationary - Pen-Blue color-Cello	960899	30	3.50	105.00	18	18.90
2	111200 - STAT-Stationary - Pencil-- - - - Boxes	960910	5	42.00	210.00	12	25.20
3	466300 - STAT-Stationary - Paper A4-- - - - Bundles	48025690	6	231.00	1,386.00	12	166.32
4	532900 - STAT-Stationary - Whitners-- - - - Nos	960899	5	21.00	105.00	18	18.90
5	832300 - STAT-Stationary - Fevistick-- - - - Nos	35069999	5	20.00	100.00	12	12.00
6	682300 - STAT-Stationary - Box File Small-- - - -	481960	5	36.00	180.00	18	32.40
7	908700 - STAT-Stationary - Stapler-SMALL-- - - -	84729010	2	36.50	73.00	18	13.14
8	273300 - STAT-Stationary - pen-black color-Cello	960899	10	3.50	35.00	18	6.30
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	2,194.00	293.16
	146.58	146.58	Total Invoice Amount	2,487.16	

Rupees : Two Thousand Four Hundred Eighty Seven and Paise Sixteen Only.

SUMMIT SALES LLP R.R. DIST. INWARD No: 97943 Date: 18/8/22

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 16-08-2022 16:35:50

91056
17.08.22 12:41:53

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	**Doc No**	91056	184500
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	16-08-2022	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	16-08-2022	
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	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	30.00	3.50	0.00	18.00	123.90
2	111200 - STAT-Stationary - Pencil-- - - - Boxes	5.00	42.00	0.00	12.00	235.20
3	466300 - STAT-Stationary - Paper A4-- - - - Bundles	6.00	231.00	0.00	12.00	1,552.32
4	532900 - STAT-Stationary - Whitners-- - - - Nos	5.00	21.00	0.00	18.00	123.90
5	832300 - STAT-Stationary - Fevistick-- - - - Nos	5.00	20.00	0.00	12.00	112.00
6	682300 - STAT-Stationary - Box File Small-- - - - Nos	5.00	36.00	0.00	18.00	212.40
7	908700 - STAT-Stationary - Stapler-SMALL-- - - - Nos	2.00	36.50	0.00	18.00	86.14
8	273300 - STAT-Stationary - pen-black color-Cello Fine grip - - - Nos	10.00	3.50	0.00	18.00	41.30
					Total Order Value . . .	**2,487.16**

Rupees : Two Thousand Four Hundred Eighty Seven and Paise Sixteen 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
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order for Site office purpose.
Completion Date	NA

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

Name : 18/08/22

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

Name : ____________________

Date : __/__/____

Purchase Order

 16-08-2022 16:35:50 Original / Office Copy / Purchase Div.Copy

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

Name : 18/08/22

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form						
Company Name:	Silver Oak Villas	Date:	16-08-2022			
Site & Phase :	SOV-III	Time:	11:30			
Supplier:		Req. No.	184500			
Material required before date:	20-08-2022	ID No.	78902			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	STAT7304-Stationary-Pen--Cello Fine grip--Nos	40	0	40		
2	STAT1112-Stationary-Pencil----Boxes	5	0	5		
3	STAT4663-Stationary-Paper A4----Bundles	6	0	6		
4	STAT5329-Stationary-Whitners----Nos	5	0	5		
5	STAT8323-Stationary-Fevistick----Nos	5	0	5		
6	STAT6823-Stationary-Box File Small----Nos	5	0	5		
7	STAT9087-Stationary-Stapler-SMALL----Nos	2	0	2		
Remarks:	For Office Use purpose Blue pens(30) balck (10)					
	Engineer	Project Manager	Purchase			MD
Prepared By:	K.Tulasi Rani					
Approved By:						
Sign & Date:						

PO: 90156

APPROVED

18 AUG 2022

MINISH PARIKH
MANAGER PROCUREMENT

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/UIN: 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.	21559
DC Date	18-08-2022
PO No.	91056
PO Date.	16-08-2022
Req ID	78902
Req Date	16-08-2022
Loc Req No	184500

	Description of Goods	HSN/SAC	Qty
1	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	960899	30
2	111200 - STAT-Stationary - Pencil - - - Boxes	960910	5
3	466300 - STAT-Stationary - Paper A4-- - - - Bundles	48025690	6
4	532900 - STAT-Stationary - Whitners-- - - - Nos	960899	5
5	832300 - STAT-Stationary - Fevistick-- - - - Nos	35069999	5
6	682300 - STAT-Stationary - Box File Small-- - - - Nos	481960	5
7	908700 - STAT-Stationary - Stapler-SMALL-- - - - Nos	84722010	2
8	273300 - STAT-Stationary - pen-black color-Cello Fine grip - - - Nos	960899	10
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INWARD

Inward No: 2564 Dt: 18/8/22

MRN No: 110786 Dt: 18/8/22

Received By: Sign:

(Silver Oak Villas-Part-III)

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP

INWARD

No. 82014

Date: 18/8/22

Sign:

R.R. DIST.