PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	30/8/22	Prepared by	Deepa	Serial no.	7702
Supplier name	SSHLP			HO inward no.	
Firm/Company	SOVHLP	Project	SOV-III	HO received date	
PO/WO date	18/8/22	PO/WO No.	91097	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	25323	23/8/22	1,879.89	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,879.89
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:		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:	1,879.89
Amount E – PO / WO value:	1879.89
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	5/9/22
Remarks:	final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:	[signature]				
Date	30/8/22				
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

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003 ORIGINAL INVOICE

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Silver Oak Villas LLP	Invoice No.	25323
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	Invoice Date.	23-08-2022
	PO No.	91097
	PO Date.	18-08-2022
	Req ID	78941
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Req Date	17-08-2022
	Loc Req No	184516

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	407900 - STAT-Stationary - Carbon Paper-- - A4 -	48021010	1	156.00	156.00	18	28.08
2	111200 - STAT-Stationary - Pencil-- - - - Boxes	960910	1	42.00	42.00	12	5.04
3	158500 - STAT-Stationary - Punch 16 mm-- - - - Nos	84624910	1	65.00	65.00	18	11.70
4	167000 - STAT-Stationary - Lable Sheet book-- - - -	482110	12	2.20	26.40	18	4.76
5	276700 - STAT-Stationary - Permanent Marker -- -	96082000	10	16.00	160.00	18	28.80
6	979900 - STAT-Stationary - File folder-L-- - - - Nos	48203000	24	5.50	132.00	18	23.76
7	880000 - STAT-Stationary - Gum-- - 150ml - Nos	13019013	3	40.00	120.00	18	21.60
8	832300 - STAT-Stationary - Fevistick-- - - - Nos	35069999	8	20.00	160.00	12	19.20
9	301600 - STAT-Stationary - Project Folder-- - A3	48203000	50	5.50	275.00	18	49.50
10	772600 - STAT-Stationary - Stamp Pad-- - - - Nos	96122000	6	32.00	192.00	18	34.56
11	301600 - STAT-Stationary - Project Folder-- - A4	48203000	50	5.50	275.00	18	49.50
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	1,603.40	276.50
	138.25	138.25	Total Invoice Amount	1,879.89	

Rupees : One Thousand Eight Hundred Seventy Nine and Paise Eighty Nine Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST. IN WARD No: 98197 Date: 23/8/22 Sign:

Authorised signatory

Purchase Order

 19-08-2022 16:23:34

91097
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 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	91097	184516
	Doc Date	18-08-2022	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	17-08-2022	
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	407900 - STAT-Stationary - Carbon Paper-- - A4 - Box	1.00	156.00	0.00	18.00	184.08
2	111200 - STAT-Stationary - Pencil-- - - - Boxes	1.00	42.00	0.00	12.00	47.04
3	158500 - STAT-Stationary - Punch 16 mm-- - - - Nos	1.00	65.00	0.00	18.00	76.70
4	167000 - STAT-Stationary - Lable Sheet book-- - - - Sheets	12.00	2.20	0.00	18.00	31.15
5	276700 - STAT-Stationary - Permanent Marker -- - Black - Nos	10.00	16.00	0.00	18.00	188.80
6	979900 - STAT-Stationary - File folder-L-- - - - Nos	24.00	5.50	0.00	18.00	155.76
7	880000 - STAT-Stationary - Gum-- - 150ml - Nos	3.00	40.00	0.00	18.00	141.60
8	832300 - STAT-Stationary - Fevistick-- - - - Nos	8.00	20.00	0.00	12.00	179.20
9	301600 - STAT-Stationary - Project Folder-- - A3&A4 - Nos *A3*	50.00	5.50	0.00	18.00	324.50
10	772600 - STAT-Stationary - Stamp Pad-- - - - Nos	6.00	32.00	0.00	18.00	226.56
11	301600 - STAT-Stationary - Project Folder-- - A3&A4 - Nos *A4*	50.00	5.50	0.00	18.00	324.50
					Total Order Value . . .	**1,879.89**

Rupees : One Thousand Eight Hundred Seventy Nine and Paise Eighty Nine 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

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

22/08/22

Name : ____________________

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

Name : ____________________

Date : __/__/____

Purchase Order

19-08-2022 16:23:34

Original / Office Copy / Purchase Div.Copy

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 use 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

22/08/22

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form							
Company Name:	Silver Oak Villas LLP	Date:	17-08-2022				
Site & Phase :	SOV-III	Time:	16:00				
Flat/Block no.	for office use purpose						
Supplier:		Req. No.	184516				
Material required before date:	urgent	ID No.	78941				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	STAT4079-Stationary-Carbon Paper---A4-Box	1	0	1			
2	STAT1112-Stationary-Pencil----Boxes	1	0	1			
3	STAT1585-Stationary-Punch 16 mm----Nos	1	0	1			
4	STAT1670-Stationary-Lable Sheet book----Sheets	12	0	12			
5	STAT2767-Stationary-Permanent Marker ---Black-Nos	10	0	10			
6	STAT9799-Stationary-File folder-L----Nos	24	0	24			
7	STAT8800-Stationary-Gum---150ml-Nos	3	0	3			
8	STAT8323-Stationary-Fevistick----Nos	8	0	8			
9	STAT3016-Stationary-Project Folder---A3&A4-Nos	100	0	100			
10	STAT7726-Stationary-Stamp Pad----Nos	6	0	6			
Remarks:	For site office use purpose ID:STAT3016 required A3-50 nos and A4 50 nos						
		Project Manager		Purchase		MD	
	Engineer						
Prepared By:	B.Meenakshi Goud						
Approved By:	17-08-2022						
Sign & Date:							

PO: 9097

APPROVED
17 AUG 2022

APPROVED
17 AUG 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

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	DC No.	21618
Silver Oak Villas LLP	DC Date.	23-08-2022
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	PO No.	91097
	PO Date.	18-08-2022
	Req ID	78941
GSTIN : 36ADBFS3288A2Z7	Req Date	17-08-2022
	Loc Req No	184516

	Description of Goods	HSN/SAC	Qty
1	407900 - STAT-Stationary - Carbon Paper-- - A4 - Box	48021010	1
2	111200 - STAT-Stationary - Pencil-- - - - Boxes	960910	1
3	158500 - STAT-Stationary - Punch 16 mm-- - - - Nos	84624910	1
4	167000 - STAT-Stationary - Lable Sheet book-- - - - Sheets	482110	12
5	276700 - STAT-Stationary - Permanent Marker -- - Black - Nos	96082000	10
6	979900 - STAT-Stationary - File folder-L-- - - - Nos	48203000	24
7	880000 - STAT-Stationary - Gum-- - 150ml - Nos	13019013	3
8	832300 - STAT-Stationary - Fevistick-- - - - Nos	35069999	8
9	301600 - STAT-Stationary - Project Folder-- - A3&A4 - Nos	48203000	50
10	772600 - STAT-Stationary - Stamp Pad-- - - - Nos	96122000	6
11	301600 - STAT-Stationary - Project Folder-- - A3&A4 - Nos	48203000	50
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INWARD
Inward No: 265 Dt: 23/8/22
MRN No: 110956 Dt: 23/8/22
Received By: Sign:
(Silver Oak Villas-Part-III)

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 82200
Date: 24/8/22
Sign:
R.R. DIST.