PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	02/09/22	Prepared by	Ramya	Serial no.	7816
Supplier name	Rainbow UPVC Doors &windows			HO inward no.	
Firm/Company	SOV LLP	Project	SOV - iii	HO received date	
PO/WO date	19/08/22	PO/WO No.	91137	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	GST-28.2022/2023	24/08/22	1,14,619/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,14,619/-
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:	1,14,619/-
Amount E – PO / WO value:	1,11,324/-
Amount F – Difference (A – E):	3,295
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	12/09/22
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya				
Sign:					
Date	2/09/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
05 SEP 2022
MINISH PARIKH
MANAGER PROCUREMENT

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.

RAINBOW UPVC DOORS AND WINDOWS

RAINBOW UPVC DOORS AND WINDOWS

Plot No. 8A, I D A, Patancheru, Sangareddy Dist
Tel.+91 9100007123 email: rainbowupvc2018@gmail.com
GSTIN : 36AAXFR3365G1ZN

TAX INVOICE

Invoice No: GST-28- 2022/2023
DATE : 24-08-2022

Delivery Location:
Silver Oak Villas Part III

To
Silver Oak Villas LLP
5-4-187/3&4,II nd floor, MG Road,
Secunderabad-500003
GSTIN : 36ADBFS3288A2Z7
PO No: 91137 Dated: 19-08-2022

S.NO	HSN CODE	DESCRIPTION OF GOODS	QTY	SFT	RATE	AMOUNT
1	39252000	512600-WIND-Windows-UPVC Sliding With mesh- 6' x 4'	5	120	340.00	40,800.00
2	39252000	657300-WIND-Windows-UPVC Sliding With mesh- 3' x 3' 1/2'	1	11	385.00	4,235.00
3	39252000	973900-WIND-Windows-UPVC -Openable- 2' x 4'	6	48	490.00	23,520.00
4	39252000	415200-WIND-Windows-UPVC -Ventilator top hung- 2' x 2'	3	12	515.00	6,180.00
5	39252000	498200-WIND-Windows-UPVC -Fixed- 4' x 4'	2	32	325.00	10,400.00
6	39252000	503800-WIND-Windows-UPVC Sliding With mesh- 4' x 4'	2	32	375.00	12,000.00
						-
						-
						-

Ac/No : 919020007284349
Bank : AXIS BANK,PATANCHERU BRANCH.
IFSC : UTIB 0000687

SUB TOTAL		97,135.00
Forwarding		0.00
CGST	9%	8742.15
SGST	9%	8742.15
IGST 0.00%		0.00
Round Off		0.00

Total: Rupees One Lakh Fourteen Thousand Six Hundred and Ninteen and Paise Thirty Only. 1,14,619.30

Received

Signature with seal

For RAINBOW UPVC DOORS AND WINDOWS

Rainbow UPVC Doors and Windows

Authorized Signatory

SUMMIT SALES LLP
IN WARD
No: 98238
Date: 24/8/22
Sign:
R.R. DIST.

90976.

Requisition Form						
Company Name:	SOV LLP	Date:	17-08-2022			
Site & Phase :	SOV-III	Time:	10:49			
Flat/Block no.	V no 145					
Supplier:		Req. No.	184506			
Material required before date:	25-08-2022	ID No.	78950			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	WIND5126-Windows-UPVC-Sliding with mesh--1800WX1200HMM-Nos 6'x4'	5	0	5		
2	WIND6573-Windows-UPVC-Sliding with mesh--900WX1050HMM-Nos 3'x3½'	1	0	1		
3	WIND9739-Windows-UPVC-Openable--600WX1200HMM-Nos 2'x4'	6	0	6		
4	WIND4152-Windows-UPVC-Ventilator top hung --600WX600HMM-Nos 2'x2'	3	0	3		
5	WIND7578-Windows-UPVC-Fixed--900WX1200HMM-Nos 3'x4'	0	0	0		
6	WIND4982-Windows-UPVC-Fixed--1200WX1200HMM-Nos 4'x4'	2	0	2		
7	WIND5038-Windows-UPVC-Sliding with mesh--1200WX1200HMM-Nos 4'x4'	2	0	2		
8						
9	PO					
10	91137					
Remarks:	For V no 145					
	Engineer	Project Manager	APPROVED	Purchase		MD
Prepared By:	G.chandra kanth		19 AUG 2022			
Approved By:	APPROVED BY		MINISH PARIKH			
Sign & Date:	20 AUG 2022		MANAGER PROCUREMENT			

SOHAM MODI
MANAGING DIRECTOR

Purchase Order

 19-08-2022 2:30:33 PM Original

91137
17.08.22 12:41:54

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			
Rainbow UPVC Doors and Windows	**Doc No**	91137	184506
Plot no. 8A, IDA, Patancheru, Sangareddy Dist.	**Doc Date**	19-08-2022	
	Quote No	Nil	
	Quote Date	09-03-2022	
9100007123	**SupplyType**	Supply And Installation	

Kind Attn : Mr. Shiva Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST%	Amount
1	512600 - WIND-Windows - UPVC-Sliding with mesh- - 1800WX1200Hmm - Nos *6'X4'-05 Nos-120 Sft*	5.00	8,160.00	0.00	18.00	48,144.00
2	657300 - WIND-Windows - UPVC-Sliding with mesh- - 900WX1050Hmm - Nos *3'X31/2'-01 No-11 sft*	1.00	4,042.50	0.00	18.00	4,770.15
3	973900 - WIND-Windows - UPVC-Openable- - 600WX1200Hmm - Nos *2'x4'-06 Nos-48 Sft*	6.00	3,920.00	0.00	18.00	27,753.60
4	415200 - WIND-Windows - UPVC-Ventilator top hung - - 600WX600Hmm - Nos *2'x2'-03 Nos-12 Sft*	3.00	2,060.00	0.00	18.00	7,292.40
5	498200 - WIND-Windows - UPVC-Fixed- - 1200WX1200Hmm - Nos *4'x4'-02 No-16 Sft*	2.00	3,900.00	0.00	18.00	9,204.00
6	503800 - WIND-Windows - UPVC-Sliding with mesh- - 1200WX1200Hmm - Nos *4'x4'-02 No-16 Sft*	2.00	6,000.00	0.00	18.00	14,160.00
					Total Order Value . . .	**111,324.15**

Rupees : One Lakh(s) Eleven Thousand Three Hundred Twenty Four and Paise Fifteen 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 25 days.
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penality For Delay	Bills must be submitted to H.O. within 30days of completion of work. 10% plty 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.11,132/-Cheque Dt---29/08/22.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Villa No-145 purpose.
Completion Date	Work to be completed within 10 working days. Penalty of 5% of order value per week shall be levied for delay.

For MDs APPROVAL
☐ High Value/quantity beyond limits.
☑ Po/Req. processed post approval.
☐ Approval for technical details/clarification.
☐ Replenishing SSLLP stock
☐ Other

For ***Silver Oak Villas LLP***

Authorised Signatory

19/08/22

Name :

Contact ...

Name :

APPROVED BY
20 AUG 2022
SOHAM MODI
MANAGING DIRECTOR

Accepted the above Terms And Conditions

For ***Rainbow UPVC Doors and Windows***

Date : _/_/__

Purchase Order

 19-08-2022 2:30:33 PM Original / Office Copy / Purchase Div.Copy

Measurment	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

19/08/22

Name : ______

Contact - -

Accepted the above Terms And Conditions

For ***Rainbow UPVC Doors and Windows***

Name : ______

Date : __/__/____

INSTALLATION REPORT

Company/ firm:	Silver oak villas	Requisition nos.:	184506
Project:	SOV - III	PO no.:	91137
Supplier:	Rainbow upvc windows & Doors	Material type:	upvc windows

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	27/8/22	145	upvc sliding with mesh	6'x4'	5 No's
2.	"	"	upvc sliding with mesh	3'x3'	1 No
3.	"	"	upvc openable	2'x4'	6 No's
4.	"	"	upvc ventilator top hung	2'x2'	3 No's
5.	"	"	upvc fixed window	4'x4'	2 No's
6.	"	"	upvc sliding with mesh	4'x4'	2 No's
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
				Total:	19 No's

Remarks:

APPROVED BY

	Project manager	Security	Admin (Audit)
Approved by	30 AUG 2022		

K. PURSHOTHAM
Project Manager (Site: Silver oak villas ...)

Note: 1. Report to be sent on completion of work. 2. (RA) 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 where 'Advice for giving credit to contractor/supplier form' is being set to E&D. 4. One or more reports can be made per PO. Avoid 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.