

PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date: 14/09/22		Prepared by: Ranya		Serial no. 8319	
Supplier name: Ganji venkannah & sons		HO inward no.			
Firm/Company: SOV-168		Project: SOV-III		HO received date	
PO/WO date: 01/09/22		PO/WO No. 91509		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2862	7/09/22	2.400k	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			2.400k
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.: 111502	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:			2.400
Amount E – PO / WO value:			2,399k
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		19/09/22	
Remarks: final Bill			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ranya				
Sign:					
Date	14/09/22				
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.

(ORIGINAL FOR RECIPIENT)



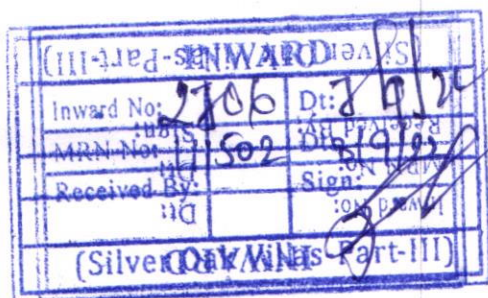
State Name : Telangana, Code : 36

State Name : Telangana, Code : 36

Terms of Delivery

Destination

CGST
SGST
Round Off



₹ 2,400.00

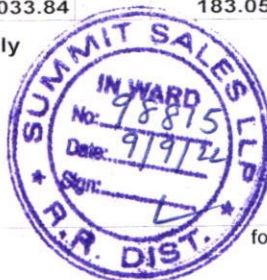
E. & O.E.

INR Two Thousand Four Hundred Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
32089090	2,033.84	9%	183.05	9%	183.05	366.10
998518		9%		9%		
Total	2,033.84		183.05		183.05	366.10

Tax Amount (in words) : **INR Three Hundred Sixty Six and Ten Only**

2. Interest @ 24% will be charged after 30 days from invoice date. 3. Subject to secunderabad jurisdiction.



for GANJI VENKANNAH & SONS-21-22

Authorized Signatory

Purchase Order

Page(s) 1 Of 1

01-09-2022 4:28:42 PM

Orig



91509

01.09.22 10:54:24

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

Ganji Venkannah & sons (Asian Paints)

#5-5-97/2, Ganji chambers, Ranigunj, Secunderabad-500003 A.P.India.

GSTIN 36AABFG9288K1ZT

040-40146505

27710339,27719935,277807357

Doc No

91509

184559

Doc Date

01-09-2022

Quote No

Nil

Quote Date

29-08-2022

SupplyType

Supply

Kind Attn : Mr.Ganji Ashok

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 258000 - PAEN-Paints - Enamel-Off white-Asian Apcolite - 1Ltr - can	4.00	266.94	0.00	18.00	1,259.96
2 368400 - PAEN-Paints - Enamel-Black -Asian Apcolite - 1Ltr - can	4.00	241.52	0.00	18.00	1,139.97
Total Order Value . . .					2,399.93

Rupees : Two Thousand Three Hundred Ninty Nine and Paise Ninty Three 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 Day.**Delivery Location** Silver Oak Villas Part III
Sy .No.11,12,14,15,16,17,18 , 294
Phone. 0**Penalty For Delay** Nil**Transportation** Included in the above price.**Warranty** Nil**Advance Paid** Nil**Other Terms** We reserve the right to reject items not conforming to quality and specifications.site use purpose.**Completion Date** NA**Measurment** Nil**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

Accepted the above Terms And Conditions

For **Ganji Venkannah & sons (Asian Paints)**

Name : _____

Name : _____

Date : __/__/__

Contact : -

Requisition Form															
Company Name:		SILVER OAK VILLAS LLP		Date:		29-08-2022									
Site & Phase :		SOV-III		Time:		11:00									
Flat/Block no.		For gates and old grills painting work purpose													
Supplier:				Req. No.		184559									
Material required before date:				ID No.		79285									
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date									
1	PATO8456-Paints -Turpentine oil---1 ltr can-Nos ✓ 91463	4	0	4											
2	PAEN2580-Paints -Enamel-Off white-Asian Apcolite-1Ltr-can ✓ 91509	4		4											
3	PAEN3684-Paints -Enamel-Black -Asian Apcolite-1Ltr-can ✓	4		4											
4															
5															
6															
7															
8															
9															
10															
Remarks:		For gates and old grills painting work purpose													
Engineer		Project Manager		APPROVED		02 SEP 2022		P. VENKATESHWARLU		MANAGER PURCHASE		MD			
Prepared By:		B.MEENAKSHI GOUD													
Approved By:															
Sign & Date:		29-08-2022													