PURCHASE DIVISION
Advice for approval for credit to supplier

E

N3 AW2

Date:	11/10/22	Prepared by	Ramya	Serial no.	9397
Supplier name	VELDI Karunakar Redd			HO inward no.	
Firm/Company	SOVICP	Project	SOV-iii	HO received date	
PO/WO date	23/09/22	PO/WO No.	89906	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	164	23/09/22	3,27838	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,27,838
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: Installation Report attach	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:	3,27,838/-
Amount E – PO / WO value:	3,09,750/-
Amount F – Difference (A – E):	18,088/-
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	17/10/22
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya	Venkatesh			
Sign:	[signature]	[signature]			
Date	11/10/22	APPROVED 12 OCT 2022 P. VENKATESHWARLU MANAGER PURCHASE			
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.

TAXABLE INVOICE

Ph : 9440407992

VELDI KARUNAKAR REDDY

Flooring & Decorative Tiles

8-2-120/120/1/3/A, Road No.10, Banjara Hills, Hyderabad - 500034.

Seller GST No. **36AKGPR0150G1ZD**
State: Telangana State Code : 36.

Invoice No. 164
Invoice Date : 23/09/2022

Details of Receiver / Billed to. Silver oak Villas LLP III
Address: P.No. 88906
Buyer GST No.: 36ADBFS3288A2Z7 State.......... Code..........

S.No.	Particulars	HSN Code	Qty	Rate	Amount Rs. Ps.
	Cloding work				
	Villa.No. 183		454	105	47670
	V.No. 160.161.164.165		2192	105	230160

Total Amount	277830
Add CGST @ 9 %	25004
Add SGST @ 9 %	25004
Grand Total	327838

Rupees in words : three lack twenty seven thousand eight hundred thirty eight three

Terms & Conditions:

Goods once sold cannot be taken back or exchanged

Subject to Hyderabad Jurisdiction.

All the overdue bill charged @ 24% per annum

SUMMIT SALES LLP R.R. DIST. IN WARD No: 9945 Date: 23/9/24 Sign:

For **VELDI KARUNAKAR REDDY**

V. Karunakar Reddy

Signature

Purchase Order

11-07-2022 14:05:57

89906
29.06.22 2:19:00

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

Karunakar Reddy
8-2-125/120/3A/45, Banjara Hills, Noor Nagar, Road No.10, Hyderabad.

GSTIN 36AKGPR0150G1ZD NA
NA 9440407992

Doc No	89906	184385
Doc Date	11-07-2022	
Quote No	Nil	
Quote Date	25-04-2022	
SupplyType	Supply	

Kind Attn : Mr. Karunakar Reddy

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	795700 - BUIL-Building Material - Cement Fiber Board-- - 150x3000mm - sft *6" wide x 10' length*	2,500.00	105.00	0.00	18.00	309,750.00
					Total Order Value . . .	**309,750.00**

Rupees : Three Lakh(s) Nine Thousand Seven Hundred Fifty Only.

Terms and Conditions :-

Specification / Brand	Items shall be of V-Plank brand cement fiber board. 8mm thick.
Payment Terms	50% as advance & balance 50% on completion of work.
Tax	All taxes included in above price.
Delivery Date	Within 6days.
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penality For Delay	Nil
Transportation Cost	Included in the above price.
Warranty	Nil
Advance Paid	Rs.1,54,800/- advance 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 Towards Villa no 160,161,164,165,183 external cladding, purpose.
Completion Date	Work shall be completed within 7 working days from the date of the work order.
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

Name : ____________

Accepted the above Terms And Conditions

For ***Karunakar Reddy***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	Silver oak villas LLP	Date:	08-07-2022			
Site & Phase :	SOV-III	Time:	02:00			
Supplier:		Req. No.	184385			
Material required before date:	11-07-2022	ID No.	77880			
S No 89906	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	BUIL7957-Building Material-Cement Fiber Board---150x3000mm-sft	2500sft	0	2500sft		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	For villa no.160,161,164,165&183 external Cladding purpose.Please give work order to Karunakar Reddy					
	Engineer	Project Manager		Purchase		MD
Prepared By:	K.Tulasi Rani					
Approved By:						
Sign & Date:						

APPROVED
11 JUN 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

INSTALLATION REPORT

Company/ firm:	SOVUP	Requisition nos.:	184385
Project:	SOV-III	PO no.:	89906
Supplier:	Kasuntar Reddy	Material type:	Cement fiber Board.

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	10/10/22	183	Cement fiber Board.	6'x10'	454 sft.
2.	10/10/22	160	Cement fiber Board	6'x10'	548 sft
3.	10/10/22	161.	Cement fiber Board.	6'x10'	548 sft
4.	10/10/22	164	Cement fiber Board	6'x10'	548sft.
5.	10/10/22	165	Cement fiber Board.	6'x10'	548 sft
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
				Total:	2,646/-

Remarks: All work completed.

	Project manager	Security	Admin (Audit)
Approved by	[signature] OCT 2022	Sandeep.	[signature]

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 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.

SUMMIT SALES LLP
IN WARD
No: 83426
Date: 11/10/22
Sign: L
R.R. DIST.