

PURCHASE DIVISION
Advice for approval for credit to supplier

(F)

Date: 22/10/22		Prepared by: Ramya		Serial no. 9759	
Supplier name: Leela STEEL Railing & furni		HO inward no.			
Firm/Company: SOV LLP		Project: SOV-II		HO received date	
PO/WO date: 24/09/22		PO/WO No. 92279		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	088	23/09/22	41,300/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				41,300/-	
Amount A-Bills total (Excluding Transport & Hamali Charges):					
MRN nos.: Installation Report Enclosed		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:				41,300/-	
Amount E - PO / WO value:				41,300/-	
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		31/10/22			
Remarks: Final Bill					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Ramya	Venkat			
Sign:					
Date	22/10/22	22 OCT 2022			
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 3. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

TAX INVOICE

Cell : 8125765219, 7075802950

M/s. LEELA STEEL RAILING & FURNITURE

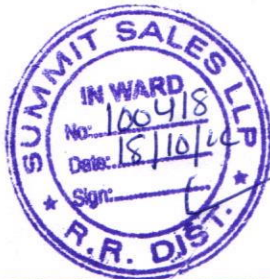
Mfg: All Kinds of Stainless steel, Railings steel Furniture, Kitchen Trolleys 202,304 & All Interior, Decorative Items

Main Office : 1-2-3-5/1, Indiranagar Colony, Venkateshwara Temple Road, Beside Kattalamandi, Uppal, Hyderabad.

Branch Office : Ramppally Chowrasta, Ghatkesar Road, Hyderabad.

Buyer : M/s.: <u>SILVER OAK VILLAGE</u> <u>LLP 5-4-1878 II Floor</u> <u>M.G. Road, Secunderabad</u> GST No. : <u>36ADBFS3288A2Z7</u>	Invoice No. 088	Date : <u>23-9-2022</u>
	Delivery Note :	Made of Payment :
	Buyers Order No. : <u>92279</u>	Date : <u>24-9-2022</u>
	Despatched Through:	Destination :

Sl. No.	Description of Goods	HSN Code	Qty	Rate	Amount Rs. Ps.
①	S.S. RAILING V. NO. 113, 118	7306	100	350	35,000/-



GST No. : 36CRBPB0826R1Z0	Gross Value	35,000/-
Rupees in words: <u>Forty one Thousand</u> <u>Three Hundred only.</u>	Add CGST 9%	3150/-
	Add SGST 9%	3150/-
	Add IGST %	
Terms & Conditions	GRAND TOTAL	41,300/-
1. Our risk and responsibility ceases on delivery of goods and we are not responsible for damages, shortages or theft in transit. 2. 27% Interest will be charged on bills remaining unpaid after due date 3. Payments within.....days.	For LEELA STEEL RAILING & FURNITURE Proprietor	

Purchase Order

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24-09-2022 11:25:03 AM



92279

16.09.22 3:01:07

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			
Mr. Mohan Ram H.no. 1-5-42/1, Indra Nagar, Venkateshwara Temple, Secunderabad - 03. GSTIN 36CRBPB0826R1Z0 8125765219		Doc No	92279 184649
		Doc Date	24-09-2022
		Quote No	NIL
		Quote Date	23-09-2022
		SupplyType	Supply

Kind Attn : Mr. Mohan Ram

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 964000 - STEL-Steel - Railing-Stainless steel- - 900Hmm - Rft	100.00	350.00	0.00	18.00	41,300.00
Total Order Value . . .					41,300.00
Rupees : Fourty One Thousand Three Hundred Only.					

Terms and Conditions :-

Specification /	Quality & Specifications of works shall be as per given in the quotation. SS Pipe - Jindal make & Glass - Saint Gobain/Modi Guard.Prices shall remain fixed(Subject to change in GST) for a period of 6months.
Payment Terms	50% as advance & balance 50% after delivery of all materials & completion of the work.
Tax	All taxes included in above price.
Delivery Date	Within 2days.
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penalty For Delay	Bill must be submitted to H.O. within 30days of completion of work. 10% pty on value of order will be deducted for delay in submission of bill.
Transportation	Included in the above price.
Warranty	5years replacement guarantee on all hardware installed. Hardware material should be branded.
Advance Paid	Rs. 20,650/- to be pay vide cheque no. dt.03/10/2022.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Breakage if any in your a/c. Above order for V No-113,118 SS Railing work purpose. Fttg charges including in above price.
Completion Date	Work shall be completed in 2days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per actual measurement of material received at site.
Security	Supplier shall be responsible for security and storage of material at site.
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 **Mr. Mohan Ram**

Name : _____

Name : _____

Date : __/__/__

Contact :-

Requisition Form		Company Name: Silver oak VillasLLP		Date: 23-09-2022
Site & Phase : Sov-III		Time: 11:00		
Unit No./Block No. For villa no 113.118		Req. No. 184649		
Supplier:		ID No. 79998		
Material required before date:		urgnet		
S No	Item	Qty required	Qty available at site	Order Qty Inward No Inward Date
1	STEL9640-Steel-Railing-Stainless steel--900HMM-Rft	100	0	100
2				
3				
4				
5				
6				
7				
8				
9				
10				
Remarks: For villa no 113.118 SS Railing work purpose				
Engineer		Project Manager		MD
Prepared By: B.MEENAKSHI GOUD				
Approved By:				
Sign & Date:	23-09-2022			


APPROVED
 27 SEP 2022
 P. VENKATESHWARLU
 MANAGER PURCHASE

INSTALLATION REPORT

Company/ firm:	SOV LLP	Requisition nos.:	184649
Project:	SOV - II	PO no.:	92279
Supplier:	M/S. Steel Railing & Iron Furniture	Material type:	SS Railing

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	20/10/22	113	SS Railing	900Hmm	50 Rft
2.	"	118	SS Railing	900Hmm	50 Rft
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
Total:					100 Rft

Remarks:

APPROVED BY			
Approved by	Project manager	Security	Admin (Audit)
	21 OCT 2022		

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.