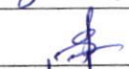


PURCHASE DIVISION  
Advice for approval for credit to supplier

**10196**

Date: <u>4/11/22</u>		Prepared by: <u>Sueby</u>		Serial no. <b>10196</b>	
Supplier name: <u>Southern Enterprises</u>		HO inward no.			
Firm/Company: <u>Sov Up</u>		Project: <u>Sov.</u>		HO received date	
PO/WO date: <u>92102</u>		PO/WO No.: <u>199/22</u>		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	<u>1831</u>	<u>29/10/22</u>	<u>3,090/-</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				<u>3,090/-</u>	
Proof of delivery by way of: <input checked="" type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report					
MRN nos.:	<u>113140</u>		Proof of delivery matches MRN	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Amount B – Other Credits : Transportation charges				<u>-</u>	
Amount C – Other Debits :				<u>-</u>	
Amount D (D=A+B-C) – Amount to be credited to the supplier:				<u>3,090/-</u>	
Amount E – PO / WO value:				<u>3000/-</u>	
Amount F – Difference (A – E):				<u>-90-</u>	
Quantity received as per PO /WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received			
Close PO / WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other			
Payment – due date		<u>7/11/22</u>			
Remarks: <u>- final bill -</u>					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	<u>Sueby</u>				
Sign:					
Date	<u>4/11/22</u>				
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.

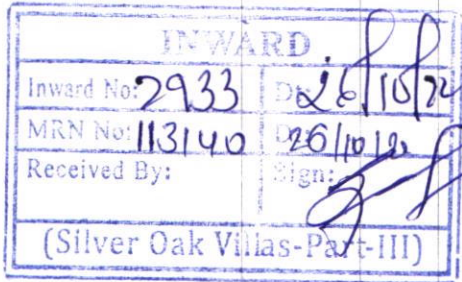
**TAX INVOICE**

(ORIGINAL FOR RECIPIENT)

**Gautham Enterprises**  
 1-10-98/19, Vallabh Nagar, Begumpet, Secunderabad  
 Pin-500016 Ph.27763763,40211963  
 PAN Number: ADIPA9683N  
 GSTIN/UIN: 36ADIPA9683N1ZW  
 State Name : Telangana, Code : 36  
 E-Mail : gautham\_entps2424@yahoo.com  
 Consignee (Ship to)  
**Silver Oak Villas LLP**  
 HYDERABAD  
 GSTIN/UIN : 36ADBFS3288A2Z7  
 State Name : Telangana, Code : 36  
 Buyer (Bill to)  
**Silver Oak Villas LLP**  
 HYDERABAD  
 GSTIN/UIN : 36ADBFS3288A2Z7  
 State Name : Telangana, Code : 36

Invoice No. <b>1831</b>	Dated <b>27-Oct-22</b>
Delivery Note	Mode/Terms of Payment
Reference No. & Date.	Other References
Buyer's Order No. <b>Po no: 92102 dt: 19-9-22</b>	Dated <b>27-Oct-22</b>
Dispatch Doc No.	Delivery Note Date
Dispatched through <b>Mr.Narendhar</b>	Destination
Terms of Delivery	

SI No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate (Incl. of Tax)	Rate per	Disc. %	Amount
1	<b>Nescafe Signature Premix</b>	21011200	18 %	<b>6 kg</b>	515.00	436.44 kg		<b>2,618.64</b>
	<b>CGST Output @ 9%</b>					9 %		<b>235.68</b>
	<b>SGST Output @ 9%</b>					9 %		<b>235.68</b>
<b>Total</b>				<b>6 kg</b>				<b>₹ 3,090.00</b>



Amount Chargeable (in words) **INR Three Thousand Ninety Only** E. & O.E

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
21011200	2,618.64	9%	235.68	9%	235.68	471.36
<b>Total</b>	<b>2,618.64</b>		<b>235.68</b>		<b>235.68</b>	<b>471.36</b>

Tax Amount (in words) : **INR Four Hundred Seventy One and Thirty Six paise Only**

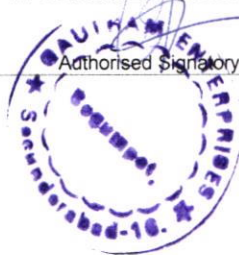
Company's Bank Details  
 A/c Holder's Name: **Gautham Enterprises**  
 Bank Name : **Union Bank of India**  
 A/c No. : **022231043001908**  
 Branch & IFS Code: **Ameerpet Br & UBIN0802221**  
 SWIFT Code :

Declaration  
 We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

Customer's Seal and Signature for Gautham Enterprises

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION  
 This is a Computer Generated Invoice



# Purchase Order

Page(s) 1 Of 1

21-09-2022 5:00:20 PM

01



92102

16.09.22 3:01:06

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		Doc No	184638
Gautham Enterprises		92102	
Shop No. 1-10-98/19, Begumpet, behind Panthalooms,Sec-Bad		Doc Date	19-09-2022
		Quote No	Nil
<b>GSTIN</b> 36ADIPA9683N12W	NA	Quote Date	16-09-2022
2776-3763 / 6633-8763	9848035963	SupplyType	Supply

**Kind Attn : Mr.Venkatesh Goud / Mrs. Saritha**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 712600 - CONS-Consumables - Coffee Powder--Nescafe - 1kg - Packets	6.00	500.00	0.00	0.00	3,000.00
<b>Total Order Value . . .</b>					<b>3,000.00</b>

Rupees : Three Thousand Only.

### Terms and Conditions :-

**Specification /** Brand is Cafe desire  
**Payment Terms** After delivery  
**Tax** Included in the above prices  
**Delivery Date** With in a 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** Nil  
**Warranty** Nil  
**Advance Paid** Nil  
**Other Terms** We reserve the right to reject items not conforming to quality and specifications, above order is for Customer Refreshment purpose.  
**Completion Date** Nil  
**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 **Gautham Enterprises**

Name : \_\_\_\_\_

Name : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_

Venkatesh  
21/09/22

Requisition Form		Company Name: Silver oak Villas LLP		Date:	16-09-2022
Site & Phase : Sov-III		Unit No./Block No. For customers refreshment purpose		Time:	11:00
Supplier:		Material required before date:		Req. No.	184638
S No		Item	25-09-2022	ID No.	79851
1	CONSN7126-Consumables-Coffee Powder--Nescafe-1kg-Packets	Qty required	6	Qty available at site	0
2		Order Qty	6	Inward No	
3		Inward Date			
4					
5					
6					
7					
8					
9					
10					
Remarks:		For customers refreshment purpose			
Prepared By: B.MEENAKSHI GOUD		Project Manager		Purchase	MD
Approved By: 					
Sign & Date: 16-09-2022		<div style="border: 2px solid blue; padding: 5px; display: inline-block;"> <b>APPROVED</b>  <b>23 SEP 2022</b>  <b>P. VENKATESHWARLU</b>  <b>MANAGER PURCHASE</b> </div>			

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