PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	18-11-22	Prepared by	Venkatesh	Serial no.	10606
Supplier name	Veldi Karunakar Reddy			HO inward no.	
Firm/Company	SOV LLP	Project	SOV Part III	HO received date	
PO/WO date	1-9-22	PO/WO No.	91513	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	166	16-11-22	2,48,294/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,48,294/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report ☑ Installation report	
MRN nos.: Installation report	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:	2,48,294/-
Amount E – PO / WO value:	2,47,800/-
Amount F – Difference (A – E):	494
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	28-11-22
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Venu			
Sign:					
Date		APPROVED 18 NOV 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. 166

Invoice Date : 16/11/2022

Details of Receiver / Billed to. Silver oak Villas-PIII

Address: P.No. 91513

Buyer GST No.: 36 ADBFS3288A2Z7 State.......... Code..........

S.No.	Particulars	HSN Code	Qty	Rate	Amount Rs. Ps.
	Cladding work.				
	Villas No. 184. 185		908	105	95340
	V.No. 138. 139.		1096	105	115080

SUMMIT SALES LLP R.R DIST. IN WARD No: 10/990 Date: 16/11/4 Sign:

Total Amount	210420
Add CGST @ 9 %	18937
Add SGST @ 9 %	18937
Grand Total	248294

Rupees in words : Two lack forty eight thousand two hundred ninety four only

Terms & Conditions:

Goods once sold cannot be taken back or exchanged

Subject to Hyderabad Jurisdiction.

All the overdue bill charged @ 24% per annum

For **VELDI KARUNAKAR REDDY**

V.K. Reddy

Signature

 06-09-2022 3:12:18 PM

Purchase Order

91513
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

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

GSTIN 36AKGPR0150G1ZD
NA NA
9440407992

Doc No	91513	184562
Doc Date	01-09-2022	
Quote No	Nil	
Quote Date	30-08-2022	
SupplyType	Supply And Application	

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	2,000.00	105.00	0.00	18.00	247,800.00
	Rupees : Two Lakh(s) Fourty Seven Thousand Eight Hundred Only.				**Total Order Value . . .**	**247,800.00**

Terms and Conditions :-

Specification /	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	Included in the above price.
Warranty	Nil
Advance Paid	Rs.1,23,900/- 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 villa no 138,139, 184,185 external clading 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 : Venu 06/09/22

Contact - -

Accepted the above Terms And Conditions

For ***Karunakar Reddy***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	Silver Oak Villas					
Site & Phase :	SOV-III	Date:	30-08-2022			
Flat/Block no.	For villa no.138,139,184,185 purpose	Time:	4:00			
Supplier:						
Material required before date:	03-09-2022	Req. No.	184562			
		ID No.	79326			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	BUIL7957-Building Material-Cement Fiber Board---150x3000mm-sft	2000sft	0	2000sft		
2						
3	91513					
4						
5						
6						
7						
8						
9						
10						
Remarks:	For villa no..138,139,184,185 external Cladding purpose.Please give work order to Karunakar Reddy					
	Engineer	Project Manager		Purchase		MD
Prepared By:	K.Tulasi Rani					
Approved By:		APPROVED			APPROVED BY	
Sign & Date:		02 SEP 2022 P. VENKATESHWARLU MANAGER PURCHASE			03 SEP 2022 SOHAM MODI MANAGING DIRECTOR	

Estimate

 01-09-2022 5:13:01 PM

Original - Office Copy - Purchase

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	91513	184562
Doc Date	01-09-2022	
Quote No	Nil	
Quote Date	30-08-2022	
SupplyType	Supply And Application	

Kind Attn : Mr. Karunakar Reddy

Estimate for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
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	Rupees : Two Lakh(s) Fourty Seven Thousand Eight Hundred Only.			**Total Order Value . . .**		**247,800.00**

Terms and Conditions :-

Specification /	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	Included in the above price.
Warranty	Nil
Advance Paid	Rs.16,700/- 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 villa no 138,139, 184,185 external clading 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 MDs APPROVAL
- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification
- ☐ Replenishing SSLLP stock
- ☐ Other

APPROVED BY
03 SEP 2022
SOHAM MODI
MANAGING DIRECTOR

For *Silver Oak Villas LLP*
Authorised Signatory

Name : Venu 02/09

Contact - -

Name :

Accepted the above Terms And Conditions
For *Karunakar Reddy*

Date : __/__/____

TQ : 72145 to 72148

Construction division.
Advice for giving credit to contractors/suppliers.

Sl. No. – site bills register	1069		Date - site bills Register		23/9/22	
Company Name:	SOVLLP		Site:		SOV-III	
Name of Contractor	karunakar Reddy.					
Nature of work	cladding work					
Work done	From Date	10/7/22		To Date	20/9/22	

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	V.No- 184,	908	105/-	sft	95,340/-	
2.	185 G					
3.						
4.	V.NO-138,	1096	105/-	sft	1,15,080/-	
5.	139.					
6.						
7.						
8.						
9.						
10.						
11.	Total:				2,10,420/-	

Bill required	✓ YES ☐ NO.	GST bill required	✓ YES ☐ NO.
Measurement & estimate sheet:	✓ Required ☐ Not required	Measurement & estimate sheet:	✓ Enclosed ☐ Not enclosed
PO/WO no.		PO/WO date:	

Remarks :

Approved by Project Manager	Approved by Design Team	Approved by M.D.
Date:	Date: 29/09/22	Date:
Sign:	Sign: Nagalaxmi	Sign:

APPROVED BY 24 SEP 2022 K. PURUSHOTHAM Project Manager

APPROVED BY 30 SEP 2022 SOHAM MODI MANAGING DIRECTOR

Notes: 1. The advice must be sent within 7 days of completing work. 2. This form can be used for certifying labour bills, bills for hire charges, earth work, plumbing, all contractors. 3. Wherever not applicable fill NA. 4. Estimate and measurement sheets are required for turnkey jobs where guideline rates are clearly given.

MEASUREMENT SHEET

Company Name:		Silver Oak Villas LLP								
Project:		Silver Oak Villas-III				Approved by				
Work Description:		Cladding Work				Sign				
Contractor Name		Karunakar Reddy								
Prepared By		B.Meenakshi								
Date:		22-09-2022								
S No.	Item Head	Item Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total
1	**Cladding Work**	V.No 184,185	12.50	1.00	22.00	2.00	550.00	Sft	
	East facing(3bhk Villa)		10.50	1.00	22.00	2.00	462.00	Sft	
Po no:91513									1012
		Deducation of window &	2.50	1.00	7.00	2.00	35	Sft	
		Elevation Beam	3.00	1.00	3.50	2.00	21	Sft	
			6.00	1.00	4.00	2.00	48	Sft	
									104
							Total:		908
2	**Cladding Work**	V.No 138,139	13.50	1.00	22.00	2.00	594.00	Sft	
	west facing(3bhk Villa)		12.50	1.00	22.00	2.00	550	Sft	
Type C2									1,144.00
		Deducation of window &	6.00	1.00	4.00	2.00	48	Sft	
		Elevation Beam							48.00
							Total:		1,096.00

ESTIMATE SHEET

Company Name:	Silver Oak Villas LLP
Project:	Silver Oak Villas
Work Description:	Cladding Work
Name of the Contractor	Karunakar Reddy
Prepared By	B.Meenakshi
Date:	22-09-2022

S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Tota.
1	Cladding Work	V.No 184,185	908.00	Sft	105.00	95,340.00	
	East facing(3bhk Villa)						
	Po no:91513						
			1096.00	Sft	105.00	1,15,080.00	
2	Cladding Work	V.No 138,139					
	west facing(3bhk Villa)						
	Type C2					Total:	2,10,420.00

Total Amount in words:Two Lakhs Ten Thousand Four Hundered Twenty Rupees Only

APPROVED BY
24 SEP 2022
K. PURSHOTHAM
Project Manager (Silver Oak Villas Farm(II))