e

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	07/12/22	Prepared by	Kalpana	Serial no.	11392
Supplier name	Mr. M. Sudarshan			HO inward no.	
Firm/Company	SOV LLP	Project	SOV III	HO received date	
PO/WO date	03/11/22	PO/WO No.	93575	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	206	2/12/22	106,501	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	106,501/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 114564 — 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:	106,501/-
Amount E – PO / WO value:	106,501/-
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	12/12/22
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Venu			
Sign:		APPROVED			
Date		07 DEC 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

R. VENUGOPALESHWARLU
MANAGER PURCHASE

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 INVOCIE

Cell : 9849102251

M. SUDARSHAN

FABRICATION OF ALUMINIUM PARTITIONS, DOORS, WINDOWS & INTERIOR WORKS

D.No. 1348, Pioneer Bazar, Bollarum, Secunderabad - 500 010. T.S.

Email : sudarshan.maheshwaram@yahoo.com

GSTIN No. 36BBIPM8347N1ZW

Name : Silver Oak Villas LLP
5-4-187/344 II Floor MG Road Sc-bad
GST No 36 ADBFS 3288 A2Z7

Bill No. 206 Date : 2-12-22
D.C No. 22 Date :
Order No. 93575 Date :

Sl No	PARTICULARS	HSN CODE	FOR SIZE	QTY	FOR SFT	Amount Rs.	Ps.
	UPVC Sliding Windows			SFT			
1	6'-0 x 4'-0 — 6 NOS	3916		144-0	335=00	48240	00
2	3'-0 x 3'-6 — 1 NO	"		10-5	390=00	4095	00
3	2'-0 x 4'-0 — 4 NOS	"		32-0	485=00	15520	00
4	2'-0 x 2'-0 — 3 NOS	"		12-0	520=00	6240	00
5	4'-0 x 4'-0 — 2 NOS	"		32-0	315=00	10080	00
6	4'-0 x 4'-0 — 1 NO	"		16-0	380=00	6080	00
	Villa No 160						
	SUB TOTAL					90255	00
	SGST %			9		8122	95
	CGST %			9		8122	95
	IGST %						
	GRAND TOTAL					106500	90

Rupees In Words : One Lakh Six thousand Five hundred and Ninety Paisa only

TERMS & CONDITIONS :

1. Goods once sold wiil not be taken back and No claim for shortage or damage will be entertained.
2. Cheque disgonour Rs. 500/- Extra
2. Our responsbility ceases no seener goods are handed over to the carrier agency.
4. Subject to secunderabad Jurisdiction Only.

SUMMIT SALES LLP
IN WARD
No: 10230
Date: 2/12/22
Sign:
R.R. DIST.

For M. SUDARSHAN

Sudarshan

Signature

Purchase Order

 04-11-2022 11:40:45

93575
01.11.22 2:46:15

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. M. Sudarshan H.No. 1348, Pioneer Bazar, Bolarum, Secunderabad. **GSTIN** 36BBIPM8347N1ZW 9849102251	**Doc No**	93575	184761
	Doc Date	03-11-2022	
	Quote No	Nil	
	Quote Date	02-11-2022	
	SupplyType	Supply	

Kind Attn : Mr. M. Sudarshan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	512600 - WIND-Windows - UPVC-Sliding with mesh- - 1800WX1200Hmm - Nos 6'x4'	6.00	8,040.00	0.00	18.00	56,923.20
2	657300 - WIND-Windows - UPVC-Sliding with mesh- - 900WX1050Hmm - Nos 3'x3.5'	1.00	4,095.00	0.00	18.00	4,832.10
3	973900 - WIND-Windows - UPVC-Openable- - 600WX1200Hmm - Nos 2'x4'	4.00	3,880.00	0.00	18.00	18,313.60
4	415200 - WIND-Windows - UPVC-Ventilator top hung - - 600WX600Hmm - Nos 2'x2'	3.00	2,080.00	0.00	18.00	7,363.20
5	498200 - WIND-Windows - UPVC-Fixed- - 1200WX1200Hmm - Nos 4'x4'	2.00	5,040.00	0.00	18.00	11,894.40
6	503800 - WIND-Windows - UPVC-Sliding with mesh- - 1200WX1200Hmm - Nos 4'x4'	1.00	6,080.00	0.00	18.00	7,174.40
				Total Order Value . . .		**106,500.90**

Rupees : One Lakh(s) Six Thousand Five Hundred and Paise Ninty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation dt. 09/03/2022.
Payment Terms	50% as advance & balance on delivery of materials and receipt of invoice
Tax	All taxes included in above price.
Delivery Date	Within 25 days.
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penality For Delay	Bills must be submitted to H.O. within 30days of completion of work. 10% plty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price.
Warranty	1 year on workmanship.
Advance Paid	Rs. 53250.45/-Cheque Dt---17/10/22.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for villa no 160 windows purpose.
Completion Date	Work to be completed within 10 working days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
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

For MDs APPROVAL
- [x] High Value/quantity beyond limits.
- [ ] Po/Req. processed-post approval.
- [ ] Approval for technical details/clarificatio
- [ ] Replenishing SSLLP stock
- [ ] Other

APPROVED BY
05 NOV 2022
SOHAM MODI
MANAGING DIRECTOR

For ***Silver Oak Villas LLP***

Authorised Signatory

04/11/22

Name :

Contact

Accepted the above Terms And Conditions

For ***Mr. M. Sudarshan***

Name :

Date : __/__/____

Purchase Order

 04-11-2022 11:40:45 Original / Office Copy / Purchase Div.Copy

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

04/11/22

Name : ________________

Contact

Accepted the above Terms And Conditions

For ***Mr. M. Sudarshan***

Name : ________________

Date : __/__/____

Requisition Form

Company Name:	SOV LLP		Date:	02-11-2022				
Site & Phase :	SOV-III		Time:	10:49				
Flat Block no.	V no 160							
Supplier:			Req. No.	184761				
Material required before date:		10-11-2022	ID No.	81142				
S No	Item		Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	WIND5126-Windows-UPVC-Sliding with mesh--1800WX1200HMM-Nos	6'x4'	335/sft 5	0	5			
2	WIND6573-Windows-UPVC-Sliding with mesh--900WX1050HMM-Nos	3'x3½'	385/sft 1	0	1			
3	WIND9739-Windows-UPVC-Openable--600WX1200HMM-Nos	2'x4'	485/sft 5	0	5			
4	WIND4152-Windows-UPVC-Ventilator top hung --600WX600HMM-Nos	2'x2'	520/sft 3	0	3			
5	WIND7578-Windows-UPVC-Fixed--900WX1200HMM-Nos	3'x4'	315/sft 0	0	0			
6	WIND4982-Windows-UPVC-Fixed--1200WX1200HMM-Nos	4'x4'	315/sft 2	0	2			
7	WIND5038-Windows-UPVC-Sliding with mesh--1200WX1200HMM-Nos	4'x4'	380/sft 1	0	1			
8								
9								
10		93575						
Remarks:	For V no 160 (Please issue the PO to Sudharshan)							
	Engineer		Project Manager		Purchase		MD	
Prepared By:	G.chandra kanth	50% Advance.						
Approved By:		Bal after delivery & installation						
Sign & Date:								

APPROVED
02 NOV 2022
P. VENKATESHWARLU
MANAGER PURCHASE

APPROVED BY
05 NOV 2022
SOHAM MODI
MANAGING DIRECTOR

INSTALLATION REPORT

Company/ firm:	SOV LLP	Requisition nos.:	184761
Project:	SOV-III	PO no.:	93575
Supplier:	M.Sudarshan	Material type:	UPVC windows

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	02/12/22	160	upvc Sliding with mesh	6'x4'	6 no's
2.	"	"	"	3'x3'.6"	1 No
3.	"	"	upvc openable	2'x4'	4 no's
4.	"	"	upvc ventilator top hung	2'x2'	3 no's
5.	"	"	upvc fixed	4'x4'	2 no's
6.	"	"	upvc Sliding with mesh	4'x4'	1 No
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
				Total:	17 no's

Remarks:

APPROVED BY

Approved by	Project manager	Security	Admin (Audit)
	02 DEC 2022 K. PURSHOTHAM Project Manager (Silver Oak Villas Part-III)		

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
INWARD
No: 5/1622
Date: 7/12/22
Sign:
R.R. DIST.

M. SUDARSHAN

Fabrication of Aluminium Partitions, Door`s, Windows & Glazing Work`s
H.No. 1348, Poineer Bazar, Bolarum, Sec-bad. Cell:9849102251

GST No: 36BBIPM8347N1ZW

DELIVERY CHALLAN

CUSTOMER NAME AND ADDRESS		
Silver oak Villas LLP	D.C. No. 22	: 01-12-2022
S-4-187/344 II Floor M.G Road Sc-bad	DATE	:
GST:- 36ADBFS 3288A2Z7	CUSTOMER D.C. No & DATE	:
	CUSTOMER Ord. Ref.	: 93575

Sl. No	DESCRIPTION OF THE ITEMS	QUANTITY	Approx. Value Rs.
	UPVC Window's		
1	6'-0 x 4'-0 S/W	6 Nos	
2	3'-0 x 3'-6 "	1 No	
3	2'-0 x 4'-0 "	4 Nos	
4	2'-0 x 2'-0 Ventilater's	3 Nos	
5	4'-0 x 4'-0 Fixed	2 Nos	
6	4'-0 x 4'-0 S/W	1 No	
	Villa no:- 160		
	TS08UG3147		

INWARD
Inward No: 3129 Dt: 2/12/22
MRN No: 114564 Dt: 2/12/22
Received By: Sign:
(Silver Oak Villas-Part-III)

SUMMIT SALES R.R. DIST.
IN WARD No: 3482 Date: 7/12/22 Sign:

RECEIVED THE GOODS IN GOOD CONDITION

M. SUDARSHAN
Sudarsan