

PURCHASE DIVISION
Advice for approval for credit to supplier



Date: 03/12/22		Prepared by: kalpana		Serial no. 11225	
Supplier name: S S L P				HO inward no.	
Firm/Company: SOV L P		Project: SOV-III		HO received date	
PO/WO date: 22/11/22		PO/WO No. 94235		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	27154	24/11/22	2,073/-	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2.			1	<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):				2,073/-	
Proof of delivery by way of: <input 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.: 114260		Proof of delivery matches MRN		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Amount B – Other Credits : Transportation charges				-	
Amount C – Other Debits :				-	
Amount D (D=A+B-C) – Amount to be credited to the supplier:				2,073/-	
Amount E – PO / WO value:				2,073/-	
Amount F – Difference (A – E):				-	
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		12/12/22			
Remarks: Final Bill					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Vandana			
Sign:					
Date		03 DEC 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 weightment 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.

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500005

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1

Customer Details				Invoice No.	27154	
Silver Oak Villas LLP				Invoice Date.	24-11-2022	
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd				PO No.	94235	
GSTIN : 36ADBFS3288A2Z7				PO Date.	22-11-2022	
PAN ADBFS3288A				Req ID	81676	
				Req Date	18-11-2022	
				Loc Req No	184802	
Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1 522200 - STAT-Stationary - Scribling Pads-- - - -	48201020	12	15.00	180.00	18	32.40
2 979900 - STAT-Stationary - File folder-L-- - - - Nos	48203000	25	5.50	137.50	18	24.76
3 276700 - STAT-Stationary - Permanent Marker -- -	96082000	2	16.00	32.00	18	5.76
4 587600 - STAT-Stationary - Permanent Marker -- -	96082000	5	16.00	80.00	18	14.40
5 369200 - STAT-Stationary - CD Marker-- - - - Nos	96082000	25	18.90	472.50	18	85.04
6 908700 - STAT-Stationary - Stapler-SMALL-- - - -	84729010	12	36.50	438.00	18	78.84
7 383100 - STAT-Stationary - Cello Tapes- one side-- -	39199020	6	52.00	312.00	18	56.16
8 788300 - STAT-Stationary - Stapler Pins-10-- - - -	84729010	6	12.00	72.00	18	12.96
9 301600 - STAT-Stationary - Project Folder-- -	48203000	6	5.50	33.00	18	5.94
10						
11						
12						
13						
14						
15						
IGST	CGST	SGST	Total Taxable Amount	1,757.00		316.26
	158.13	158.13	Total Invoice Amount	2,073.26		

Rupees : Two Thousand Seventy Three and Paise Twenty Six Only.

for Summit Sales LLP



Authorized signatory

Subject to Hyderabad Jurisdiction

Purchase Order



16.11.22 3:05:32

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

Summit Sales LLP
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	94235	184802
Doc Date	22-11-2022	
Quote No	nil	
Quote Date	18-11-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 522200 - STAT-Stationary - Scribling Pads-- - - - Nos	12.00	15.00	0.00	18.00	212.40
2 979900 - STAT-Stationary - File folder-L-- - - - Nos	25.00	5.50	0.00	18.00	162.25
3 276700 - STAT-Stationary - Permanent Marker -- - Black - Nos	2.00	16.00	0.00	18.00	37.76
4 587600 - STAT-Stationary - Permanent Marker -- - Red - Nos	5.00	16.00	0.00	18.00	94.40
5 369200 - STAT-Stationary - CD Marker-- - - - Nos	25.00	18.90	0.00	18.00	557.55
6 908700 - STAT-Stationary - Stapler-SMALL-- - - - Nos	12.00	36.50	0.00	18.00	516.84
7 383100 - STAT-Stationary - Cello Tapes- one side-- - - - Nos	6.00	52.00	0.00	18.00	368.16
8 788300 - STAT-Stationary - Stapler Pins-10-- - - - Boxes	6.00	12.00	0.00	18.00	84.96
9 301600 - STAT-Stationary - Project Folder-- - A3&A4 - Nos	6.00	5.50	0.00	18.00	38.94
Total Order Value . . .					2,073.26

Rupees : Two Thousand Seventy Three and Paise Twenty Six Only.

Terms and Conditions :-**Specification /** As per details given in the quotation.**Payment Terms** After Delivery & Production of bill**Tax** All taxes included in above price.**Delivery Date** Next Working Day.**Delivery Location** Silver Oak Villas Part III

Sy .No.11,12,14,15,16,17,18 , 294

Phone. 0

Penalty For Delay NilFor **Silver Oak Villas LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : __/__/__

Purchase Order

Page(s) 2 Of 2

22-11-2022 15:25:07

Original / Office Copy / Purchase Div.Copy

Transportation Transport cost shall be borne by us.

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. For site office use purpose. Above order for office use work purpose

Completion Date NA

Measurement NA

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 **Summit Sales LLP**

Name : _____

Date : __/__/__

Requisition Form

Company Name: Silver Oak Villas LLP

Site & Phase : Sov-III

Unit No./Block No.: For office use purpose

Supplier:

Material required before date:

Date: 18-11-2022
Time: 13:00
Req. No. 184802

2025

20-11-2022 ID No. 81616

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	STAT4346-Stationary-Scribbling Pads----Nos	6	0	12		
2	STAT4663-Stationary-File folder L----Nos	15	0	25		
3	STAT5222-Stationary-Permanent Marker ---Black-Nos	6	0	2		
4	STAT5375-Stationary-Permanent Marker ---Red-Nos	6	0	5		
5	STAT9799-Stationary-CD Marker----Nos	12	0	25		
6	STAT8122-Stationary-Stapler SMALL ----Nos	3	0	12		
7	STAT8800-Stationary-Cello Tapes one side----Nos	6	0	6		
8	STAT8805-Stationary-Stapler Pins 10----Boxes	10	0	6		
9	STAT8951-Stationary-Project Folder---A3&A4-Nos	6	0	6		
10						

Remarks: For office use purpose

Prepared By: Engineer
B. Meenkashi Goud

Approved By: K. Purshotham

Sign & Date:

18-11-2022

Project Manager

APPROVED
18 NOV 2022
P. VENKATESHWARLU
MANAGER PURCHASE

MD

DELIVERY CHALLAN

Summit Sales LLP

#5-4-187/3 & 4, 11 Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 24-11-2022

Customer Details

Silver Oak Villas LLP
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd

GSTIN : 36ADBFS3288A2Z7

DC No.	23133
DC Date.	24-11-2022
PO No.	94235
PO Date.	22-11-2022
Req ID	81676
Req Date	18-11-2022
Loc Req No	184802

	Description of Goods	HSN/SAC	Qty
1	522200 - STAT-Stationary - Scribling Pads---- Nos	48201020	12
2	979900 - STAT-Stationary - File folder-L---- Nos	48203000	25
3	276700 - STAT-Stationary - Permanent Marker --- Black - Nos	96082000	2
4	587600 - STAT-Stationary - Permanent Marker --- Red - Nos	96082000	5
5	369200 - STAT-Stationary - CD Marker---- Nos	96082000	25
6	908700 - STAT-Stationary - Stapler-SMALL---- Nos	84729010	12
7	383100 - STAT-Stationary - Cello Tapes--one side----- Nos	39199020	6
8	788300 - STAT-Stationary - Stapler Pins-10---- Boxes	84729010	6
9	301600 - STAT-Stationary - Project Folder-- - A3&A4 - Nos	48203000	6
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INWARD

Inward No: 3077	Di: 24/11/22
MRN No: 14960	Di: 15/11/22
Received By:	Sign: <i>[Signature]</i>

(Silver Oak Villas-Part-11)

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

