PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:	06/12/22	Prepared by	Kalpana	Serial no.	11348
Supplier name	Sri Sai Vishal Eenterprises			HO inward no.	
Firm/Company	SOV LLP	Project	SOV II	HO received date	
PO/WO date	05/11/22	PO/WO No.	93648	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	196, 197, 204	24/11/22	35,100/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	35,100/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	Brick 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:	35,100/-
Amount E – PO / WO value:	52,000/-
Amount F – Difference (A – E):	16,900/-
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:	Part Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Venu			
Sign:		APPROVED			
Date		06 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 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

✆ : 8367679193

SRI SAI VISHAL ENTERPRISES

FLY ASH BRICKS

Factory : Godumakunta Vill., Keesara Mdl, Medchal Dist.
Office : Street No. 17, Tarnaka, Secunderabad.
GSTIN : 36ACZPL1512H1ZF

(COMPOSITION TAXABLE PERSON NOT ELIGIBLE TO COLLECT TAX ON SUPPLIES)

M/s Silver oak Villa
Chinapally

Party GSTIN 36ADBFS3288A2Z7

Inv. No. 095 Date : 24.11.22
D.C. No. 196,197,204 Date :
P. O. 93648 Date :
Payment
State : **TELANGANA** Code : **36**

S.No.	PARTICULARS	HSN CODE	QTY.	RATE	UNIT	AMOUNT Rs. Ps.
1.	20 mm Metal					
2.	Baby Chips					
3.	Stone Dust					
4.	Sand					
5.	Red Mutti					
6.	Granite					
7.	40mm Hand Metal					
8.	Crusher Sand					
9.	12mm Metal					
10.	Flyash Bricks					
	4X8X16					
	6X8X12		1350	26	Nos	35,100 00
	6X8X16					
	8X8X12					
	8X8X16					

SUMMIT SALES LLP R.R. DIST.
IN WARD
No. 10/804
Date 24/11/22
Sign:

Rupees in words Thirty five Thousand — one Hundred only

TOTAL	35,100 00
SGST @ %	–
CGST @ %	–
GRAND TOTAL	35,100 00

Name : **SRI SAI VISHAL ENTERPRISES**
Bank Name : **HDFC BANK**
Account No. : **50200042541343**
IFSC Code : **HDFC0000368** **Branch : Nacharam**

E. & O.E.

For **SRI SAI VISHAL ENTERPRISES**

Purchase Order

93648
01.11.22 2:52:16

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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			
Sri Sai Vishal Enterprises 12-13-167,Street no 17, Tarnaka, Medchal, Malkajgiri, Tellangana-500017. **GSTIN** 36ACZPL1512H1ZF 9391029193 9391029193	**Doc No**	93648	184774
	Doc Date	05-11-2022	
	Quote No	Nill	
	Quote Date	04-11-2022	
	SupplyType	Supply	

Kind Attn : Akula Lakshmi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	393900 - BUIL-Building Material - Solid Block-- - 150X200X300mm - Nos	2,000.00	26.00	0.00	0.00	52,000.00
			Total Order Value . . .			**52,000.00**

Rupees : Fifty Two Thousand Only.

Terms and Conditions :-

Specification /	Items shall be of 25kgs approx.Strength minimum 30kgs/cm2, QC report a must!
Payment Terms	Within 30 days of delivery of all materials & production of bill.
Tax	All taxes included in above price.
Delivery Date	As per request of Project Manager
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 supply of material. 10% plty on value of order will be deducted for delay in submission of bills.
Transportation	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Breakage in your account. Above order for villa Plinth beam work and villa no 204 to 205 &213 work 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 deli vary /DC can be sent by email.

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	196,197,204	24/11/22	35,100/
2.			
3.			
4.			
5.			

APPROVED BY
07 NOV 2022
SOHAM MODI
MANAGING DIRECTOR

For MDs APPROVAL
☑ High Value/Quantity beyond limits.
☐ Po/Req processed-post approval.
☐ Approval for technical details/clarification
☐ Replenishing SSLLP stock
☐ Other

For *Silver Oak Villas LLP*
Authorised Signatory

Name : 07/11/22

Name : ____________

Accepted the above Terms And Conditions
For *Sri Sai Vishal Enterprises*

Date : __/__/____

APPROVED BY
07 NOV 2022
SOHAM MODI
MANAGING DIRECTOR

Requisition Form

Company Name:	Silver oak villas LLP		
Site & Phase :	SOV-III	Date:	04-11-2022
Unit No./Block No.	Villa no 206-213 plinth beam brickwork purpose	Time:	15:20
Supplier:			
Material required before date:	urgent	Req. No.	184774
		ID No.	81203

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	BUIL3939-Building Material-Solid Block---150X200X300mm-Nos	2000	0	2000		
2						
3						
4						
5						
6						
7						
8						
9						
10						

93648

Remarks: For villas plinth beam work purpsoe for villa no 204 to 205&213 work purpose

	Engineer	Project Manager	Purcahse	MD
Prepared By:	B.Meenakshi			
Approved By:				
Sign & Date:	04-11-2022			

APPROVED
04 NOV 2022
P. VENKATESHWARLU
MANAGER PURCHASE

Cement Blocks – Weekly Delivery Report

Company/ firm:	SOV LLP	Requisition nos.:	184774	Total PO quantity:	2000
Project:	SOV-III	PO No(s).	93648	Quantity delivered in earlier period:	900
Block /Flat / Villa no.:	A	Total material delivered	Yes	Quantity delivered during week:	1100
Supplier:	Sri sai vishal enterprises	Close PO:	Yes	Balance quantity to be delivered:	Nill
Sign of security		Sign of Admin		Sign of Project manager	APPROVED BY 23 NOV 2022 K. PURSHOTHAM Project Manager (SOV) Oak Villas Part-III
Date	23-11-22	Date	23-11-22	Date	23-11-22

Details of solid blocks – delivered in earlier period.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.	09-11-22	03:30	6X8X12	450	196	588	113599
2.	10-11-22	09:00	6X8X12	450	197	589	113802
				900			

Details of solid blocks – delivered during the week.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.	18-11-22	08:00	6X8X12	450	204	598	113951
2.	19-11-22	04:30	6X8X12	450	206	602	114081
3.	21-11-22	11:00	6X8X12	200	207	603	114082
				1100			

Remarks:

Note: 1. Report to be sent to HO every Saturday with delivery challans of this week with photos. 2. Report must have totals calculated. 3. Specify block size and block type (solid / hollow). 4. Total quantity and delivered quantity includes all types of blocks.