PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	07/12/22	Prepared by	Kalpana	Serial no.	**11390**
Supplier name	SSLLP			HO inward no.	
Firm/Company	SOV LLP	Project	SOV III	HO received date	
PO/WO date	17/11/22	PO/WO No.	94072	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	27256	29/11/22	1,882/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,882/-

Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report

MRN nos.:	114419	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:	1,882/-
Amount E – PO / WO value:	4,582/-
Amount F – Difference (A – E):	2,700/-
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:					
Sign:		APPROVED			
Date		09 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

Summit Sales LLP

ORIGINAL INVOICE

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Silver Oak Villas LLP	Invoice No.	27256
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	Invoice Date.	29-11-2022
	PO No.	94072
	PO Date.	17-11-2022
	Req ID	81581
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Req Date	15-11-2022
	Loc Req No	184794

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	466300 - STAT-Stationary - Paper A4-- - - - Bundles	48025690	6	280.00	1,680.00	12	201.60
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	1,680.00	201.60
	100.80	100.80	Total Invoice Amount	1,881.60	

Rupees : One Thousand Eight Hundred Eighty One and Paise Sixty Only.

SUMMIT SALES LLP R.R. DIST. INWARD No: 101992 Date: 29/11/22 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 17-11-2022 15:18:52

94072
15.11.22 1:41:01

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	**Doc No**	94072	184794
	Doc Date	17-11-2022	
GSTIN 36ACQFS2044C1Z7	**Quote No**	Nill	
040-66335551 9618244433	**Quote Date**	15-11-2022	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	111200 - STAT-Stationary - Pencil-- - - - Boxes	3.00	42.00	0.00	12.00	141.12
2	164300 - STAT-Stationary - Binder Clips-- - 20mm - Nos	2.00	38.00	0.00	18.00	89.68
3	682300 - STAT-Stationary - Box File Small-- - - - Nos	2.00	36.00	0.00	18.00	84.96
4	466300 - STAT-Stationary - Paper A4-- - - - Bundles	12.00	280.00	0.00	12.00	3,763.20
5	7572 - Stationery - other - Punch - 16mm - nos	2.00	65.00	0.00	18.00	153.40
6	600200 - STAT-Stationary - Box File Big-- - - - Nos	5.00	44.00	0.00	18.00	259.60
7	537500 - STAT-Stationary - Sharpners-- - - - Nos	1.00	3.00	0.00	12.00	3.36
8	273300 - STAT-Stationary - pen-black color-Cello Fine grip - - - Nos	12.00	6.00	0.00	18.00	84.96
9	485500 - STAT-Stationary - Erazers-- - - - Nos	1.00	1.50	0.00	18.00	1.77
					Total Order Value . . .	**4,582.05**

Rupees : Four Thousand Five Hundred Eighty Two and Paise Five Only.

Terms and Conditions :-

Specification / Brand	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
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil

PART PAYMENT DETAILS

S.no.	Bill no.		Amount
1.	29/11/22	29/11/22 ~~1,882~~	1,882/-
2.			
3.			
4.			
5.			

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ______________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

Purchase Order

17-11-2022 15:18:52

Original / Office Copy / Purchase Div.Copy

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

Completion Date NA

Measurment 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.'

Silver Oak Villas LLP

:horised Signatory

Vem... 18/11/~

me : ____________________

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________________

Date : __/__/____

equisition Form						
ompany Name:	SOV LLP	Date:	15-11-2022			
ite & Phase :	SOV-III	Time:	12:30			
nit No./Block No.	For Office Use purpose					
upplier:		Req. No.	184794			
laterial required efore date:	18-11-2022	ID No.	81581			
No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
	STAT8753-Stationary-Pencil----Boxes	3boxes	0	3boxes		
	STAT3692-Stationary-Binder Clips ---20mm-Nos	2boxes	0	2boxes		
	STAT4855-Stationary-Box File Small----Nos	2nos	0	2nos		
	STAT5901-Stationary-Paper A4----Bundles	12Bundles	0	12Bundles		
	STAT7883-Stationary-Punch 16 mm----Nos	2nos	0	2nos		
	STAT1083-Stationary-Box File Big----Nos	5nos	0	5nos		
	STAT1887-Stationary-Sharpners----Nos	1Box	0	12nos		
	STAT3016-Stationary-pen-black color-Cello Fine grip--Nos	12nos	0	12nos		
	STAT1670-Stationary-Erazers----Nos	1Box	0	12nos		
0						
emarks:	For Office Use purpose					
	Engineer	Project Manager		Purchase		MD
repared By:	K.Tulasi Rani			APPROVED		
pproved By:				15 NOV 2022		
ign & Date:				P. VENKATESHWARLU MANAGER PURCHASE		

90072

DELIVERY CHALLAN

Summit Sales LLP

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

Email: purchase@modiproperties.com

GSTIN/UNI: 36ACQFS2044C1Z7

Supplier / Customer / Transporter - Copy

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.	23223
DC Date.	29-11-2022
PO No.	94072
PO Date.	17-11-2022
Req ID	81581
Req Date	15-11-2022
Loc Req No	184794

	Description of Goods	HSN/SAC	Qty
1	466300 - STAT-Stationary - Paper A4-- - - - Bundles	48025690	6
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29			
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3103 29/11/22

11441 29/11/22

Received By: Sign:

[Silver Oak Villas Part-III]

SUMMIT SALES LLP
IN WARD
No: 84869
Date: 7/12/22
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction