PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	07/12/22	Prepared by	Kalpana	Serial no.	11385
Supplier name	Modi Properties Pvt Ltd.			HO inward no.	
Firm/Company	SOV LLP	Project	SOV III	HO received date	
PO/WO date	10/11/22	PO/WO No.	93827	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	1019	19/10/22	28,395/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	28,395/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	114371	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:	28,395/-
Amount E – PO / WO value:	42,595/-
Amount F – Difference (A – E):	14,200/-
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:		[signature]			
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.

TRANSIT INVOICE

M/s MODI PROPERTIES PVT. LTD. # 5-4-187/3 & 4, II Floor, Soham Mansion, M.G. Road, Secunderabad - 500 003. **GSTIN/UIN: 36AABCM4761E1ZM**	Invoice No. 1019 DC No. 1018 Purchase Order No. 93827	Date: 19/10/22 DC Date: 30/11/22 P.O. Date: 10/11/22 Mobile No: 1019

Recipient Name: SOV

Recipient Address: Cherlapally.

GST: 36AABCM4761E2M | PAN: | Email:

Sl. No.	Description of Goods & Services	HSN Code	GST Rate	Quantity	Rate	Amount
1	PPC Cement			100	240.65	24,065
2						
3						
4						
5						
6						
7						
8						
9						
10						
11	INWARD Dt: 28/11/22					
12	Inward No: 400 Dt: 28/11/22					
13	MRN No: 114377 Received By: Sign:					
14	(Silver Oak Villas-Part-III)					24065
				Transportation Charges		
				Hamali charges		
					CGST 9%	2,165
					SGST 9%.	2,165
					Total	28,395

Amount (in words) Twenty eight thousand three Hunredred Ninety Five Rupees Only

SUMMIT SALES LLP * R.R. DIST. * IN WARD No: 101920 Date: 29/11/22 Sign:

For M/s. Modi Properties Pvt. Ltd.

Authorised Signatory

E. & O.E.

Subject to Hyderabad Jurisdiction.

Purchase Order

 10-11-2022 2:47:50 PM

93827
01.11.22 2:59:53

py

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
Modi Properties Pvt Ltd
5-4-187/3&4, IInd floor, MG Road, Secunderabad-500003

GSTIN 36AABCM4761EZM
040-66335551

Doc No	93827	184720
Doc Date	10-11-2022	
Quote No	Nil	
Quote Date	08-11-2022	
SupplyType	Supply	

Kind Attn : Narendar Reddy

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	921800 - CEME-Cement - PPC-- - 50kg - Bags	150.00	240.65	0.00	18.00	42,595.05
			Total Order Value . . .			**42,595.05**

Rupees : Fourty Two Thousand Five Hundred Ninty Five and Paise Five Only.

Terms and Conditions :-

Specification /	All items shall be of ___ brand/company
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next 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	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.Above order for material received from Mpl 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 invoice must be sent to HO office or purchase site office .proof of delivery /Dc can be sent by email.

PART DELIVERY DETAILS

S.no.	Bill no.	Date	Amount
1.	1019	19/10/22	28,395/-
2.			
3.			
4.			
5.			

Deep

For *Silver Oak Villas LLP*
Authorised Signatory
Venkanna 10/11/22
Name : ____________

Accepted the above Terms And Conditions
For *Modi Properties Pvt Ltd*
Name : ____________
Date : __/__/____

Requisition Form

Company Name:	Silver oak villas LLP	Date:	08-11-2022				
Site & Phase :	SOV-III	Time:	14:45				
Supplier:	MPL	Req. No.	184720				
Material required before date:	urgent	ID No.	81389				
S No	Item		Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CEME9218-Cement-PPC---50kg-Bags	240.65 + 28.1.	150	0	150		
2							
3	93827						
4							
5							
Remarks:	Material Recevied from MPL						
	Engineer		Project Manager		Purcahse		MD
Prepared By:	B.Meenakshi						
Approved By:							
Sign & Date:		08-11-2022					

APPROVED
09 NOV 2022
P. VENKATESHWARLU
MANAGER PURCHASE