PURCHASE DIVISION
Advice for approval for credit to supplier

E

| Date: | 08/12/22 | Prepared by | K. Mounika | Serial no. | 11430 |
|---|---|---|---|---|---|
| Supplier name | SA. Sports | | | HO inward no. | |
| Firm/Company | SCLLP | Project | SF | HO received date | |
| PO/WO date | 04/10/22 | PO/WO No. | 92874 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 4566 | 17/11/22 | 4,578/- | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 4,578/- |
| Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | |
| MRN nos.: 114007 — 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: | 4,578 |
| Amount E – PO / WO value: | 4,578 |
| 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 | | 09 DEC 2022 | | | |
| Approval limit | Upto 20k | Above 20k | Above 100k | Upto 20k | Above 20k |

P. VENKATESHWARLU
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.

GSTIN 36AAGFS2959C1Z5

**TAX INVOICE**

Credit

9849588880

ESTD.1955

# S.A. Sports®

Extn - I

4-1-443, BANK STREET, HYDERABAD - 500 001. (T.S.)
Email : sasports55@yahoo.com

INVOICE No. SAS/1/ 4566

To, M/s SERENE CONSTRUCTIONS LLP
M G Road Secunderabad

Date 17/11/22

ORDER – 92558 Date 4/10/22

Party's GSTIN 36ACVFS7909P1ZV

State Code : 36

| PARTICULARS | HSN / SAC | Qty. | Rate | GST % | TOTAL |
|---|---|---|---|---|---|
| Badminton Kit | | 02 | 1490 | 12 | 2980 |
| Cosco Basket Ball No-7 | | 02 | 790 | 12 | 1580 |
| Shuttle cock. plastic Lining (SIT-6) | | 1 Box | 890 | 12 | 890. |

INWARD

| | |
|---|---|
| Inward No: 243 | Dt: 17/11/22 |
| MRN No: 114007 | Dt: 18/11/22 |
| Received By: Rajnish | Sign: |

Serene Construction (Hyd) LLP

| Taxable Value | Rate | % | CGST | SGST | IGST | | |
|---|---|---|---|---|---|---|---|
| 4088 | 12% | | 245 | 245 | — | TOTAL | 5450 |
| | | | | | | DISCOUNT 25% | 1362 |
| | | | | | | TOTAL | 4088 |
| | | | | | | TAX AMOUNT | 490 |
| | | | | | | GRAND TOTAL | 4578 |

Rupees in words : 4578/—

Bank Details :
Bank : HDFC BANK, Kothi
A/c. : 00212310001053
IFSC CODE : HDFC0001997

N.B. : Subject to Hyderabad Jurisdiction
Goods Once sold will not be taken back or exchanged.
No Guarantee on Sports Goods.

*Thanking You !*

E.& O.E.

For S.A. SPORTS

Signature

# Purchase Order

 16-11-2022 5:16:11 PM

92874
11.10.22 11:08:40

| From Company : | **Serene Constructions LLP**<br>5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.<br>G S T No. : 36ACVFS7909P1ZV |
|---|---|

| **Supplier Details** | | | |
|---|---|---|---|
| S.A.SPORTS | **Doc No** | 92874 | 150654 |
| Bank Street, Abids, Hyderabad. | **Doc Date** | 04-10-2022 | |
| | **Quote No** | Nil | |
| **GSTIN** 0 | **Quote Date** | 11-10-2022 | |
| 040-30683095 9849588880 | **SupplyType** | Supply | |

**Kind Attn : Satvindar Singh Aurora**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | IGST | Amount |
|---|---|---|---|---|---|---|
| 1 | 449700 - SPOR-Sports - Badminton net-- - - - Nos | 2.00 | 1,490.00 | 25.00 | 12.00 | 2,503.20 |
| 2 | 341100 - SPOR-Sports - Basket ball-- - - - Nos | 2.00 | 790.00 | 25.00 | 12.00 | 1,327.20 |
| 3 | 506700 - SPOR-Sports - Shuttle cocks-Plastic-Box of 10 - - - Nos | 1.00 | 890.00 | 25.00 | 12.00 | 747.60 |
| | **Total Order Value . . .** | | | | | **4,578.00** |

Rupees : Four Thousand Five Hundred Seventy Eight Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification /** | As per details given in the quotation. |
| **Payment Terms** | 50% advance balance after delivery |
| **Tax** | All taxes are included in above prices |
| **Delivery Date** | With in 7 days |
| **Delivery Location** | Serene Farms<br>Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503<br>Phone. .. |
| **Penality For Delay** | Nil |
| **Transportation** | Transport cost shall be borne by us. |
| **Warranty** | One year from the date of delivery. |
| **Advance Paid** | Rs.9,979/-, /RTGS., Dated17-10-22 |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications as given in your quotation, above order is forBRGV Recreation room purpose. |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | If any damage in your material we will reject the items on site. |

For ***Serene Constructions LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***S.A.SPORTS***

Name : ____________

Name : ____________

Date : __/__/____

Requisition Form

Company Name: SERENE CONSTRUCTION LLP

Site & Phase : SERENE FARMS

Flat/Block no.

Supplier:

Material required before: ASAP

Date: 11-10-2022

Time: 12:30

Req. No. 150654

ID No. 80211

| S No | Item | Qty required | Qty available at site | Order Qty | Inward No | Inward Date |
|---|---|---|---|---|---|---|
| 1 | SPOR4497-Sports-Badminton net----Nos | 2 | | 2 | | |
| 2 | SPOR3411-Sports-Basket ball----Nos | 4 | | 4 | | |
| 3 | SPOR5067-Sports-Shuttle cocks-Plastic-Box of 10--Nos | 1 | | 1 | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks:

| | Engineer | Project Manager | Purchase | MD |
|---|---|---|---|---|
| Prepared By: | CH.CHANDRASHEKAR REDDY | Ch.CsReddy | | |
| Approved By: | CH.CHANDRASHEKAR REDDY | Ch.CsReddy | | |
| Sign & Date: | Ch.CS Reddy 11/10/22 | | | |