PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:	13-12-22	Prepared by	S. Jaysudha	Serial no.	**11665**
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	SOV LLP	Project	SOV Part III	HO received date	
PO/WO date	21-11-22	PO/WO No.	94163	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	27323	1-12-22	670/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	670/-

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

MRN nos.:	114533	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:	670/-
Amount E – PO / WO value:	3,028/-
Amount F – Difference (A – E):	2,358/-
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	19-12-22
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Venu			
Sign:		APPROVED			
Date		14 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.

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	Invoice No.	27323
Silver Oak Villas LLP	Invoice Date.	01-12-2022
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	PO No.	94163
	PO Date.	21-11-2022
	Req ID	81675
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Req Date	18-11-2022
	Loc Req No	184803

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	874600 - STAT-Stationary - Calculator-- - - - Nos	84703000	2	158.00	316.00	18	56.88
2	409700 - STAT-Stationary - Binder Clips-- - 35mm -	83059020	6	42.00	252.00	18	45.36
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	568.00	102.24
	51.12	51.12	Total Invoice Amount	670.24	

Rupees : Six Hundred Seventy and Paise Twenty Four Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 81680
Date: 1-12-22
Sign:
R.R. DIST.

Purchase Order

 21-11-2022 4:52:20 PM

94163
16.11.22 2:59:08

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**	94163	184803
	Doc Date	21-11-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	18-11-2022	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	600200 - STAT-Stationary - Box File Big-- - - - Nos	12.00	44.00	0.00	18.00	623.04
2	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	25.00	6.00	0.00	18.00	177.00
3	874600 - STAT-Stationary - Calculator-- - - - Nos	2.00	158.00	0.00	18.00	372.88
4	880000 - STAT-Stationary - Gum-- - 150ml - Nos	5.00	40.00	0.00	18.00	236.00
5	273300 - STAT-Stationary - pen-black color-Cello Fine grip - - - Nos	25.00	6.00	0.00	18.00	177.00
6	402300 - STAT-Stationary - Chalk Piece-- - - - Boxes	12.00	6.30	0.00	0.00	75.60
7	164300 - STAT-Stationary - Binder Clips-- - 20mm - Nos	6.00	38.00	0.00	18.00	269.04
8	313400 - STAT-Stationary - Binder Clips-- - 25mm - Nos	6.00	32.00	0.00	18.00	226.56
9	409700 - STAT-Stationary - Binder Clips-- - 35mm - Nos	6.00	42.00	0.00	18.00	297.36
10	409700 - STAT-Stationary - Binder Clips-- - 35mm - Nos	6.00	42.00	0.00	18.00	297.36
11	836600 - STAT-Stationary - Binder Clips -- - 15mm - Nos	6.00	39.00	0.00	18.00	276.12
				Total Order Value . . .		**3,027.96**

Rupees : Three Thousand Twenty Seven and Paise Ninty Six Only.

<u>Terms and Conditions :-</u>

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

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amt
1.	27165	25/11/22	2,358/-
2.	27323	1-12-22	670
3.			
4.			

For *Silver Oak Villas LLP*

Authorised Signatory

Venkatesh 21/11/22

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ______________ Name : ______________ Date : __/__/____

Purchase Order

 21-11-2022 4:52:20 PM Original / Office Copy / Purchase Div.Copy

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.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.'

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	Date:	18-11-2022				
Unit No./Block No.	For office use purpose	Time:	13:00				
Supplier:							
Material required before date:		Req. No.	184803				
	20-11-2022	ID No.	81675				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	STAT1083-Stationary-Box File Big----Nos 6002	12	0	12			
2	STAT1585-Stationary-Pen-Blue color-Cello Fine grip--Nos — 7304	25	0	25			
3	STAT2503-Stationary-Calculator----Nos 8746.	2	0	2			
4	STAT2733-Stationary-Gum---150ml-Nos — 8800	5	0	5			
5	STAT3016-Stationary-pen-black color-Cello Fine grip--Nos — 2733	25	0	25			
6	STAT3400-Stationary-Chalk Piece----Boxes — 4023	12	0	12			
7	STAT3692-Stationary-Binder Clips ---20mm-Nos 1643	6	0	6			
8	STAT3831-Stationary-Binder Clips ---25mm-Nos 3134	6	0	6			
9	STAT4023-Stationary-Binder Clips ---35mm-Nos 4097	6	0	6			
10	STAT4079-Stationary-Binder Clips ---15mm-Nos 8366	6	0	6			
Remarks:	For office use purpose						
	Engineer	Project Manager	Purchase		MD		
Prepared By:	B.Meenkashi Goud						
Approved By:	K.Purshotham						
Sign & Date:		18-11-2022					

94163

APPROVED
18 NOV 2022
P. VENKATESHWARLU
MANAGER PURCHASE

DELIVERY CHALLAN

Summit Sales LLP

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter Copy

GSTIN/UNI: 36ACQFS2044C1Z7

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	23275
DC Date	01-12-2022
PO No	94163
PO Date	21-11-2022
Req ID	81675
Req Date	18-11-2022
Loc Req No	184803

	Description of Goods	HSN/SAC	Qty
1	874600 - STAT-Stationary - Calculator-- - - - Nos	84703000	2
2	409700 - STAT-Stationary - Binder Clips-- - 35mm - Nos	83059020	6
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INWARD
Inward No: 3123 Dt: 1/12/22
MRN No: 14538 Dt: 1/12/22
Received By: Sign:
(Silver Oak Villas-Part III)

SUMMIT SALES LLP
IN WARD
No: 34772
Date: 2/12/22
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction