PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:	20-12-22	Prepared by	S. Jaysudha	Serial no.	**11926**
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	SOV LLP	Project	SOV part-III	HO received date	
PO/WO date	16-12-22	PO/WO No.	95101	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	27677	17-12-22	938/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	938/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	115175	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:	938/-
Amount E – PO / WO value:	938/-
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	26-12-22
Remarks:	final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V....			
Sign:		APPROVED			
Date		21 DEC 2022			
Approval limit	Upto 20k	Above 20k P. VENKATESHWARLU MANAGER - PURCHASE	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

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No. 27677
Silver Oak Villas LLP	Invoice Date. 17-12-2022
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	PO No. 95101
	PO Date. 16-12-2022
	Req ID 82465
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Req Date 14-12-2022
	Loc Req No 184914

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	276700 - STAT-Stationary - Permanent Marker -- -	96082000	12	16.00	192.00	18	34.56
2	111200 - STAT-Stationary - Pencil-- - - - Boxes	960910	2	42.00	84.00	18	15.12
3	485500 - STAT-Stationary - Erazers-- - - - Nos	401692	10	1.50	15.00	18	2.70
4	371300 - CONS-Consumables - Water Bottles-- - 1	392330	12	42.00	504.00	18	90.72
5							
6							
7							
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12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	795.00		143.10
	71.55	71.55	Total Invoice Amount	938.10		

Rupees : Nine Hundred Thirty Eight and Paise Ten Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 102828
Date: 17/12/22
Sign:

Purchase Order

 17-12-2022 10:26:56

95101
13.12.22 3:48:59

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**	95101	184914
	Doc Date	16-12-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	16-12-2022	
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	276700 - STAT-Stationary - Permanent Marker -- - Black - Nos	12.00	16.00	0.00	18.00	226.56
2	111200 - STAT-Stationary - Pencil-- - - - Boxes	2.00	42.00	0.00	18.00	99.12
3	485500 - STAT-Stationary - Erazers-- - - - Nos	10.00	1.50	0.00	18.00	17.70
4	371300 - CONS-Consumables - Water Bottles-- - 1 Ltr - Nos	12.00	42.00	0.00	18.00	594.72
					Total Order Value . . .	**938.10**

Rupees : Nine Hundred Thirty Eight and Paise Ten 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
Other Terms	We reserve the right to reject items not conforming to quality and specifications.For site office use purpose.Above order for office use 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	Date	14-12-2022			
Site & Phase	SOV-III	Time	12:30			
Unit No./Block No	For Office Use Purpose					
Supplier		Req. No	184914			
Material required before date	16-12-2022	ID No	82465			
S.No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	STAT5222-Stationary-Permanent Marker ---Black-Nos	12nos	0	12nos		
2	STAT8753-Stationary-Pencil----Boxes	2boxes	0	2boxes		
3	STAT1670-Stationary-Erazers----Nos	1box	0	1box		
4	CONS6689-Consumables-Water Bottles---1 Ltr-Nos	12nos	0	12nos		
5						
6						
7						
8						
9						
10						
Remarks:	For Office Use Purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By	K Tulasi Rani					
Approved By	K Purshotham					
Sign & Date	14-12-2022					

P.O.No. 95101

APPROVED
15 DEC 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	DC No.	23592
Silver Oak Villas LLP	DC Date.	17-12-2022
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	PO No.	95101
	PO Date.	16-12-2022
	Req ID	82465
GSTIN : 36ADBFS3288A2Z7	Req Date	14-12-2022
	Loc Req No	184914

	Description of Goods	HSN/SAC	Qty
1	276700 - STAT-Stationary - Permanent Marker -- - Black - Nos	96082000	12
2	111200 - STAT-Stationary - Pencil-- - - - Boxes	960910	2
3	485500 - STAT-Stationary - Erazers-- - - - Nos	401692	10
4	371300 - CONS-Consumables - Water Bottles-- - 1 Ltr - Nos	392330	12
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24			
25	INWARD		
26	Inward No: 3213 Dt: 17/12/22		
27	MRN No: 115175 Dt: 19/12/22		
28	Received By: Sign:		
29			
30	(Silver Oak Villas-Part-III)		

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 35159
Date: 19/12/22
Sign: