

PURCHASE DIVISION
Advice for approval for credit to supplier

⑤

Date: 29-12-22		Prepared by: S. Jaysudha		Serial no. 12225	
Supplier name: Summit Sales LLP				HO inward no.	
Firm/Company: Sov LLP		Project: Sov part-II		HO received date	
PO/WO date: 17-11-22		PO/WO No. 94071		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	27086	21-11-22	5,236/-	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 5,236/-

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

MRN nos.: 114100	Proof of delivery matches MRN	☐ Yes ☐ No
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Amount B – Other Credits : Transportation charges —

Amount C – Other Debits : —

Amount D (D=A+B-C) – Amount to be credited to the supplier: 5,236/-

Amount E – PO / WO value: 5,650/-

Amount F – Difference (A – E): 414/-

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: 2-01-23

Remarks: final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
Date					
Approval limit	Upto 20k	Upto 20k	Above 100k	Upto 20k	Above 20k



APPROVED
29 DEC 2022
V. 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

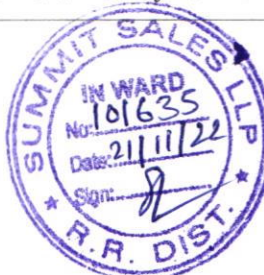
1 of 1 :

Customer Details				Invoice No.		27086	
Silver Oak Villas LLP Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd GSTIN : 36ADBFS3288A2Z7							

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 2

17-11-2022 15:18:52

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IIInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

Ordi



15.11.22 1:41:01

Supplier Details

Summit Sales LLP

5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	94071	184792
Doc Date	17-11-2022	
Quote No	Nil	
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 283000 - CONS-Consumables - Floor cleaner --Lizol - 1-lts - Nos	6.00	88.20	0.00	18.00	624.46
2 661500 - CONS-Consumables - Cleaning Cloth-- - - - Nos	12.00	16.75	0.00	5.00	211.05
3 663900 - CONS-Consumables - Handwash liquid-- - - - Nos	6.00	186.00	0.00	18.00	1,316.88
4 210100 - CONS-Consumables - First aid kit-- - - - Nos	2.00	840.00	0.00	12.00	1,881.60
5 974800 - CONS-Consumables - Detergent powder-- - 500gms - pkts	6.00	32.00	0.00	18.00	226.56
6 767300 - CONS-Consumables - Detergent --Vim - - - Nos	3.00	53.00	0.00	18.00	187.62
7 722700 - CONS-Consumables - Air Freshner-- - - - Nos	6.00	88.00	0.00	18.00	623.04
8 998900 - CONS-Consumables - Phinyl-- - 1 Ltr - Nos	6.00	52.00	0.00	18.00	368.16
9 649300 - CONS-Consumables - Mopping cloth-- - - - Nos	12.00	16.75	0.00	5.00	211.05
Total Order Value . . .					5,650.42

Rupees : Five Thousand Six Hundred Fifty and Paise Fourty Two Only.

Terms and Conditions :-

Specification / Brand	All items shall be of branded
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
Penalty For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	27164	25/11/22	414/-
2.	27086	21-11-22	5,236/-
3.			
4.			
5.			

For **Silver Oak Villas LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name :

Name :

Date : / /

Purchase Order

Page(s) 2 Of 2

17-11-2022 15:18:52

Original / Office Copy / Purchase Div. Copy

We reserve the right to reject items not conforming to quality and specifications. Above order for Sales and office use purpose.

Other Terms

Completion Date

Measurement

Security

Remarks

NA

NA

Nil

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	Date:	15-11-2022				
Site & Phase :		SOV-III	Time:	12:30				
Unit No./Block No.		Office use						
Supplier:			Req. No.	184792				
Material required before date:			ID No.	81582				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date		
1	CONS5033-Consumables-Floor cleaner --Lizol-1 lts-Nos	6	0	6				
2	CONS6196-Consumables-Cleaning Cloth---Nos	12	0	12				
3	CONS1624-Consumables-Handwash liquid---Nos	6	0	6				
4	CONS2830-Consumables-First Aid Kit---Nos	2	0	2				
5	CONS3861-Consumables-Detergent powder---500gms-Pkts	6	0	6				
6	CONS9748-Consumables-Detergent -- Vim--Nos	3	0	3				
7	CONS7495-Consumables-Air Freshner---Nos	6	0	6				
8	CONS7608-Consumables-Phynyl---1 Ltr-Nos	6	0	6				
9	CONS8187-Consumables-Mopping cloth---Nos	12	0	12				
10								
Remarks:		For Sales and office use purpose						
Engineer		Project Manager	Purchase					
Prepared By:		K. Tulasi Rani						
Approved By:								
Sign & Date:								

APPROVED
 15 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

1 of 1 : 21-11-2022

Customer Details

Silver Oak Villas LLP

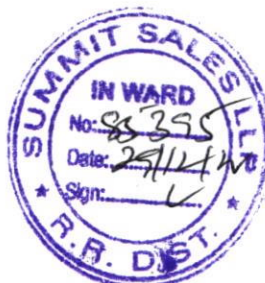
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd

GSTIN : 36ADBFS3288A2Z7

Customer Details		DC No.	23084
		DC Date.	21-11-2022
		PO No.	94071
		PO Date.	17-11-2022
		Req ID	81582
		Req Date	15-11-2022
		Loc Req No	184792
	Description of Goods	HSN/SAC	Qty
1	283000 - CONS-Consumables - Floor cleaner --Lizol - 1-lts - Nos	84807900	6
2	661500 - CONS-Consumables - Cleaning Cloth-- - - - Nos	630710	12
3	663900 - CONS-Consumables - Handwash liquid-- - - - Nos	34013090	6
4	210100 - CONS-Consumables - First aid kit-- - - - Nos		2
5	722700 - CONS-Consumables - Air Freshner-- - - - Nos	96161010	6
6	998900 - CONS-Consumables - Phinyl-- - 1 Ltr - Nos	29331940	6
7	649300 - CONS-Consumables - Mopping cloth-- - - - Nos	680510	12
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INWARD	
Inward No: 3059	Dt: 21/11/22
MRN No: 114100	Dt: 21/11/22
Received By:	Sign:
(Silver Oak Villas-Part-III)	

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory