

PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date: 28-12-22		Prepared by: S. Jaysudha		Serial no. 12221	
Supplier name: Gautham Enterprises		HO inward no.			
Firm/Company: Sov LLP		Project: Sov part-III		HO received date	
PO/WO date: 21-11-22		PO/WO No. 94192		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2342	8-12-22	2,575/-	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			2,575/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.: 114805	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:			2,575/-
Amount E – PO / WO value:			2,575/-
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		2-01-23	
Remarks: final bill			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V-cent			
Sign:					
Date					
Approval limit	Upto 20k	Above 20k P. VENKATESHWARU 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

(ORIGINAL FOR RECIPIENT)

Gautham Enterprises

1-10-98/19, Vallabh Nagar, Begumpet, Secunderabad
Pin-500016 Ph.27763763,40211963
PAN Number: ADIPA9683N
GSTIN/UIN: 36ADIPA9683N1ZW
State Name : Telangana, Code : 36
E-Mail : gautham_entps2424@yahoo.com
Consignee (Ship to)

Silver Oak Villas LLP

HYDERABAD
GSTIN/UIN : 36ADBFS3288A2Z7
State Name : Telangana, Code : 36
Buyer (Bill to)

Silver Oak Villas LLP

HYDERABAD
GSTIN/UIN : 36ADBFS3288A2Z7
State Name : Telangana, Code : 36

Invoice No.

2342

Delivery Note

Dated

8-Dec-22

Mode/Terms of Payment

Reference No. & Date.

Other References

Vehicle No: TS10UB5649

Buyer's Order No.

Dated

Po no: 94192 dt: 21-11-22

8-Dec-22

Dispatch Doc No.

Delivery Note Date

Dispatched through

Destination

Mr. Vamshi

Terms of Delivery

SI No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate (Incl. of Tax)	Rate	per	Disc. %	Amount
1	Nescafe Signature Premix	21011200	18 %	5 kg	515.00	436.44	kg		2,182.20
	CGST Output @ 9%						9 %		196.40
	SGST Output @ 9%						9 %		196.40
Total									₹ 2,575.00

Amount Chargeable (in words)

E. & O.E

INR Two Thousand Five Hundred Seventy Five Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
21011200	2,182.20	9%	196.40	9%	196.40	392.80
Total	2,182.20		196.40		196.40	392.80

Tax Amount (in words) : INR Three Hundred Ninety Two and Eighty paise Only

Company's Bank Details

A/c Holder's Name: Gautham Enterprises

Bank Name : Union Bank of India

A/c No. : 022231043001908

Branch & IFS Code: Ameerpet Br & UBIN0802221

SWIFT Code :

Declaration

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

Customer's Seal and Signature

for Gautham Enterprises

Authorized Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice



Purchase Order

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28-12-2022 13:29:47



94192

16.11.22 3:05:32

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

Gautham Enterprises

Shop No. 1-10-98/19, Begumpet, behind Panthalooms,Sec-Bad

GSTIN 36ADIPA9683N12W

NA

2776-3763 / 6633-8763

9848035963

Doc No

94192

184800

Doc Date

21-11-2022

Quote No

Nil

Quote Date

18-11-2022

SupplyType

Supply

Kind Attn : Mr.Venkatesh Goud / Mrs. Saritha

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 712600 - CONS-Consumables - Coffee Powder--Nescafe - 1kg - Packets	5.00	515.00	0.00	0.00	2,575.00
Total Order Value . . .					2,575.00

Rupees : Two Thousand Five Hundred Seventy Five Only.

Terms and Conditions :-**Specification / Brand** Brand is cafe desire**Payment Terms** After Delivery & Production of bill**Tax** Inclusive of all taxes**Delivery Date** Next 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** Nil**Warranty** Nil**Advance Paid** Nil**Other Terms** We reserve the right to reject items not conforming to quality and specifications.Above order for site club house office at site villas purpose.**Completion Date** Nil**Measurment** Nil**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

Accepted the above Terms And Conditions

For **Gautham Enterprises**

Name : _____

Name : _____

Date : __/__/__

Requisition Form		Silver Oak Villas LLP		Date:	18-11-2022		
Company Name:		Sov-III		Time:	13:00		
Site & Phase :		Unit No./Block No. For customers refreshment purpose		Req. No.	184800		
Supplier:		20-11-2022 ID No.			81678		
Material required before date:				Qty required	Qty available at site	Order Qty	Inward No Inward Date
S No	Item						
1	CONS9323-Consumables-Coffee Powder--Nescafe-1kg-Pkts	94192		5	0	5	
2							
3							
4							
5							
6							
7							
8							
9							
10							
Remarks:		For customers refreshment purpose					
Prepared By:		Engineer		Project Manager	Purchase		MD
Approved By:		B.Meenkashi Goud					
Sign & Date:		K.Purshotham					
		18-11-2022					