

PURCHASE DIVISION
Advice for approval for credit to supplier

⑤

Date: 30-12-22		Prepared by: S. Jay Sudha		Serial no. 12288	
Supplier name: Rainbow UPVC Doors & windows		HO inward no.			
Firm/Company: Sov LLP		Project: Sov part-III		HO received date	
PO/WO date: 10-11-22		PO/WO No. 93836		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	72	9-12-22	1,04,572/-	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 1,04,572/-

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

MRN nos.: Installation report attached	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: 1,04,572/-

Amount E – PO / WO value: 1,04,551/-

Amount F – Difference (A – E): 21/-

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: 9-01-23

Remarks: Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Ueen-			
Sign:		APPROVED			
Date		30 DEC 2022			
Approval limit	Upto 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.



RAINBOW UPVC DOORS AND WINDOWS

Plot No. 8A, I D A, Patancheru, Sangareddy Dist
Tel.+91 9100007123 email: rainbowupvc2018@gmail.com
GSTIN : 36AAXFR3365G1ZN

TAX INVOICE

Invoice No:	GST-72-2022/2023	To	Silver Oak Villas LLP
DATE :	09-12-2022		5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003
Delivery Location:	Silver Oak Villas Part III	GSTIN :	36ADBFS3288A2Z7
		PO No:	93836 Dated: 10-11-2022

S.NO	HSN CODE	DESCRIPTION OF GOODS	QTY	SFT	RATE	AMOUNT
1	39252000	512600-WIND-Windows-UPVC Sliding With mesh- 6' x 4'	5	120	340.00	40,800.00
2	39252000	657300-WIND-Windows-UPVC Sliding With mesh- 3' x 3' 1/2'	1	9	385.00	3,580.50
3	39252000	973900-WIND-Windows-UPVC -Openable- 2' x 4'	5	40	490.00	19,600.00
4	39252000	415200-WIND-Windows-UPVC -Ventilator top hung- 2' x 2'	4	16	515.00	8,240.00
5	39252000	498200-WIND-Windows-UPVC -Fixed- 4' x 4'	2	32	325.00	10,400.00
6	39252000	503800-WIND-Windows-UPVC Sliding With mesh- 4' x 4'	1	16	375.00	6,000.00
SUB TOTAL						88,620.50
Forwarding						0.00
CGST						9%
SGST						9%
IGST						0.00%
Round Off						0.00
Total: Rupees One Lakh Four Thousand Five Hundred and Seventy Two and Paise Ninteen Only.						1,04,572.19

Received	For RAINBOW UPVC DOORS AND WINDOWS
Signature with seal	 Authorized Signatory



Purchase Order



93836

01.11.22 2:59:53

Page(s) 1 Of 2

11-11-2022 11:54:10

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			
Rainbow UPVC Doors and Windows Plot no. 8A, IDA, Patancheru, Sangareddy Dist. GSTIN 36AAXFR3365G1ZN 9100007123	Doc No	93836	184776
	Doc Date	10-11-2022	
	Quote No	Nil	
	Quote Date	10-11-2022	
	SupplyType	Supply	

Kind Attn : Mr. Shiva Kumar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 512600 - WIND-Windows - UPVC-Sliding with mesh- - 1800WX1200Hmm - Nos 6'x4'-24 Sft	5.00	8,160.00	0.00	18.00	48,144.00
2 657300 - WIND-Windows - UPVC-Sliding with mesh- - 900WX1050Hmm - Nos 3'x3.5--10.5sft	1.00	4,042.50	0.00	18.00	4,770.15
3 973900 - WIND-Windows - UPVC-Openable- - 600WX1200Hmm - Nos 2'x4'-8sft	5.00	3,920.00	0.00	18.00	23,128.00
4 415200 - WIND-Windows - UPVC-Ventilator top hung - - 600WX600Hmm - Nos 2'x2'-4sft	4.00	2,060.00	0.00	18.00	9,723.20
5 498200 - WIND-Windows - UPVC-Fixed- - 1200WX1200Hmm - Nos 4x4'-16sft	2.00	4,960.00	0.00	18.00	11,705.60
6 503800 - WIND-Windows - UPVC-Sliding with mesh- - 1200WX1200Hmm - Nos 4x4'-16sft	1.00	6,000.00	0.00	18.00	7,080.00
Total Order Value . . .					104,550.95
Rupees : One Lakh(s) Four Thousand Five Hundred Fifty and Paise Ninty Five Only.					

Terms and Conditions :-

Specification / Brand	As per details given in the quotation dt. 09/03/2022.
Payment Terms	10% as advance & balance on delivery of materials and receipt of invoice. Advance paid to be proportionately deducted.
Tax	All taxes included in above price.
Delivery Date	Within 25 days.
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penalty For Delay	Bills must be submitted to H.O. within 30days of completion of work. 10% pty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price.
Warranty	1 year on workmanship.
Advance Paid	Rs 10455/-Cheque
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for V-no 143 purpose.
Completion Date	Work to be completed within 10 working days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
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

For **Silver Oak Villas LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Rainbow UPVC Doors and Windows**

Name : _____

Name : _____

Date : __/__/__

Content

Purchase Order

Page(s) 2 Of 2

11-11-2022 11:54:10

Original / Office Copy / Purchase Div.Copy

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 : _____

Contact

Accepted the above Terms And Conditions

For **Rainbow UPVC Doors and Windows**

Name : _____

Date : __/__/__

Estimate / Draft PO

Page(s) 1 Of 2

10-11-2022 14:27:37

Original

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

Rainbow UPVC Doors and Windows
Plot no. 8A, IDA, Patancheru, Sangareddy Dist.

GSTIN 36AAXFR3365G1ZN

9100007123

Doc No	93836	184776
Doc Date	10-11-2022	
Quote No	Nil	
Quote Date	10-11-2022	
SupplyType	Supply	

Kind Attn : Mr. Shiva Kumar

Estimate/Draft PO for the Supply of following Items.

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Total Order Value . . .					104,550.95
Rupees : One Lakh(s) Four Thousand Five Hundred Fifty and Paise Ninty Five Only.					

Terms and Conditions :-**Specification / Brand** As per details given in the quotation dt. 09/03/2022.**Payment Terms** 10% as advance & balance on delivery of materials and receipt of invoice. Advance paid to be proportionately deducted.**Tax** All taxes included in above price.**Delivery Date** Within 25 days.**Delivery Location** Silver Oak Villas Part III
Sy .No.11,12,14,15,16,17,18 , 294
Phone. 0**Penalty For Delay** Bills must be submitted to H.O. within 30days of completion of work. 10% ply on value of order will be deducted for delay in submission of bills.**Transportation Cost** Included in the above price.**Warranty** 1 year on workmanship.**Advance Paid** Rs 10455/-Cheque**Other Terms** We reserve the right to reject items not conforming to quality and specifications. Above order for V-no 143 purpose.**Completion Date** Work to be completed within 10 working days. Penalty of 5% of order value per week shall be levied for delay.For **Silver Oak Villas LLP**

Authorised Signatory

For MDs APPROVAL

- ☒ High Value/quantity beyond limits.
☐ Po/Req. processed-post approval.
☐ Approval for technical details/clarification.
☐ Replenishing SSLP stock
☐ Other

APPROVED BY
10 NOV 2022
SOHAM MODI
MANAGING DIRECTOR

Accepted the above Terms And Conditions

For **Rainbow UPVC Doors and Windows**Name : Venkat

Name : _____

Date : __/__/__

Estimate/Draft PO

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10-11-2022 14:27:37

Original / Office Copy / Purchase Div.Copy

Measurement

Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.

Security

Supplier shall be responsible for security and storage of material at site at its risk and cost.

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

Venkataram
10/11/22

Name : _____

Accepted the above Terms And Conditions

For **Rainbow UPVC Doors and Windows**

Name : _____

Date : __/__/__

Requisition Form

Company Name: SOV LLP

Date: 09-11-2022

Site & Phase : SOV-III

Time: 10:49

Flat/Block no. V no 143

Req No. 184776

Material required before date:

15-11-2022 ID No. 81396

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	WIND5126- Windows-UPVC-Sliding with mesh--1800W X 1200HMM-Nos	5	5	0	5	
2	WIND6573- Windows-UPVC-Sliding with mesh--900W X 1050HMM-Nos	1	1	0	1	
3	WIND9739- Windows-UPVC-Openable--600W X 1200HMM-Nos	5	5	0	5	
4	WIND4152- Windows-UPVC-Ventilator top hung --600W X 600HMM-Nos	4	4	0	4	
5	WIND7578- Windows-UPVC-Fixed--900W X 1200HMM-Nos	0	0	0	0	
6	WIND4982- Windows-UPVC-Fixed--1200W X 1200HMM-Nos	2	2	0	2	
7	WIND5038- Windows-UPVC-Sliding with mesh--1200W X 1200HMM-Nos	1	1	0	1	

6 + 5
240 ✓
385 ✓
490 ✓
515 ✓
310 ✓
310 ✓
375 ✓
9384

For V no 143 (Please issue the PO to Rainbow)

Engineer

G.chandra kanth

Prepared By:

Approved By:

Sign & Date:

Project Manager

MD

Purchase
APPROVED
09 NOV 2022
P. VENKATESHWARLU
MANAGER PURCHASE



RAINBOW UPVC DOORS AND WINDOWS

Plot No. 8A, I D A, Patancheru, Sangareddy Dist
Tel. +91 9100007123 email: rainbowupvc2018@gmail.com
GSTIN : 36AAXFR3365G1ZN

Delivery Challan

Delivery Challan No: DC NO-28-2022/2023
DATE : 09-12-2022

Delivery Location:
Silver Oak Villas Part III

To
Silver Oak Villas LLP
5-4-187/3&4, II nd floor, MG Road,
Secunderabad-500003
GSTIN : 36ADBFS3288A2Z7
PO No: 93836 Dated: 10-11-2022

S.NO	HSN CODE	DESCRIPTION OF GOODS	QTY	SFT	RATE	AMOUNT
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SUB TOTAL						88,620.50
Forwarding						0.00
CGST						7975.85
SGST						7975.85
IGST						0.00
Round Off						0.00
Total: Rupees One Lakh Four Thousand Five Hundred and Seventy Two and Paise Nineteen Only.						1,04,572.19

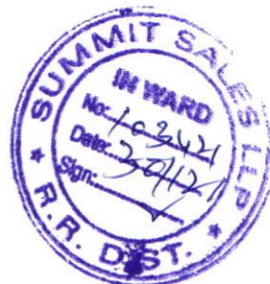
Received

For RAINBOW UPVC DOORS AND WINDOWS

Signature with seal

Authorized Signatory

INWARD	
Inward No: 3174	Date: 9/12/22
MRN No: 14830	Date: 9/12/22
Received By: [Signature]	Sign: [Signature]
(Silver Oak Villas-Part-III)	

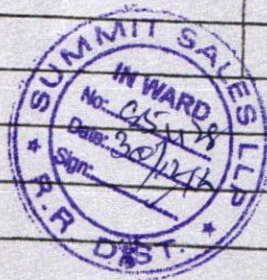


INSTALLATION REPORT

Company/ firm:	SOV LLP	Requisition nos.:	184776
Project:	SOV-11	PO no.:	93836
Supplier:	Rainbow upvc Doors and Windows	Material type:	upvc windows

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	12/12/22	villana 143	upvc sliding with mesh	6'x4'	5 no's
2.	"	"	upvc sliding with mesh	3'x3 1/2'	1 no
3.	"	"	upvc operable	2'x4'	5 no's
4.	"	"	upvc ventilator top hung	2'x2'	4 no's
5.	"	"	upvc fixed	4'x4'	2 no's
6.	"	"	upvc sliding with mesh	4'x4'	1 no
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
Remarks:					Total: 18 no's
Approved by					Admin (Audit)
APPROVED BY Project manager 13 DEC 2022 K. PURSHOTHAM					Security



Note: 1. Report to be sent on completion of work. 2. Completion report must be sent once a month. 3. This report is required for installation of windows, french windows, balcony/ staircase railing, fire doors and such materials where PO for material + labour is issued. Exclude false ceiling, painting, water proofing where 'Advice for giving credit to contractor/supplier form' is being set to E&D. 4. One or more reports can be made per PO. Avoid multiple Pos in one report. 5. Provide report on defaults, poor quality, missing items, etc. 6. Reports to be provided regularly. However, must be provided within one working day of request from purchase.