PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	10-01-23	Prepared by	S. JaySudha	Serial no.	**13063**
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	SOV LLP	Project	SovPart-III	HO received date	
PO/WO date	2-01-23	PO/WO No.	95691	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	28112	7-01-23	5,116/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	5,116/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	116013	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:	5,116/-
Amount E – PO / WO value:	5,116/-
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	16-01-23
Remarks:	final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Venkateshwarlu			
Sign:		APPROVED			
Date		11 JAN 2023			
Approval limit	Upto 20k	Above 20k	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

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Silver Oak Villas LLP	Invoice No.	28112
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	Invoice Date.	07-01-2023
	PO No.	95691
	PO Date.	02-01-2023
	Req ID	82984
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Req Date	29-12-2022
	Loc Req No	184958

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	670300 - CONS-Consumables - Colin 500 ml-- - - -	84807900	6	84.00	504.00	18	90.72
2	663900 - CONS-Consumables - Handwash liquid-- -	34013090	3	186.00	558.00	18	100.44
3	466300 - STAT-Stationary - Paper A4-- - - - Bundles	48025690	10	280.00	2,800.00	12	336.00
4	485500 - STAT-Stationary - Erazers-- - - - Nos	401692	12	1.50	18.00	18	3.24
5	730400 - STAT-Stationary - Pen-Blue color-Cello	960899	12	6.00	72.00	18	12.96
6	874600 - STAT-Stationary - Calculator-- - - - Nos	84703000	2	158.00	316.00	18	56.88
7	913700 - STAT-Stationary - pen-Red color-Cello	960899	15	6.00	90.00	18	16.20
8	832300 - STAT-Stationary - Fevistick-- - - - Nos	35069999	6	20.00	120.00	18	21.60
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	4,478.00		638.04
	319.02	319.02	Total Invoice Amount	5,116.04		

Rupees : Five Thousand One Hundred Sixteen and Paise Four Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP IN WARD No: 102886 Date: 7/1/23 Sign: R.R. DIST.

Authorised signatory

Purchase Order

 03-01-2023 16:28:10

95691

27.12.22 3:29:44

Div.Copy

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	**Doc No**	95691	184958
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	02-01-2023	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	29-12-2022	
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	670300 - CONS-Consumables - Colin 500 ml-- - - - Nos	6.00	84.00	0.00	18.00	594.72
2	663900 - CONS-Consumables - Handwash liquid-- - - - Nos	3.00	186.00	0.00	18.00	658.44
3	466300 - STAT-Stationary - Paper A4-- - - - Bundles	10.00	280.00	0.00	12.00	3,136.00
4	485500 - STAT-Stationary - Erazers-- - - - Nos	12.00	1.50	0.00	18.00	21.24
5	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	12.00	6.00	0.00	18.00	84.96
6	874600 - STAT-Stationary - Calculator-- - - - Nos	2.00	158.00	0.00	18.00	372.88
7	913700 - STAT-Stationary - pen-Red color-Cello Fine grip - - - Nos	15.00	6.00	0.00	18.00	106.20
8	832300 - STAT-Stationary - Fevistick-- - - - Nos	6.00	20.00	0.00	18.00	141.60
				Total Order Value . . .		**5,116.04**

Rupees : Five Thousand One Hundred Sixteen and Paise Four 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

For ***Silver Oak Villas LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : Vaeed 03/1/23

Name : ____________

Date : __/__/____

Purchase Order

 03-01-2023 16:28:10 Original / Office Copy / Purchase Div.Copy

Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Office 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	Date:	29-12-2022				
Site & Phase :	SOV-III	Time:	17.00				
Unit No. Block No.	For Office use Purpose						
Supplier:		Req. No.	184958				
Material required before date:	04-01-2023	ID No.	82984				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	CONS8873-Consumables-Colin 500 ml----Nos 670300	6	-	6			
2	CONS1624-Consumables-Handwash liquid----Nos 663900	3		3			
3	STAT5901-Stationary-Paper A4----Bundles 466300	10		10			
4	STAT1670-Stationary-Erazers----Nos 485500	12		12			
5	STAT1585-Stationary-Pen-Blue color-Cello Fine grip--Nos 730400	12		12			
6	STAT2503-Stationary-Calculator----Nos 874600	2		2			
7	STAT2658-Stationary-Scissors----Nos 265800	2		2			
8	STAT2808-Stationary-Sticky notes----Pkts	6		6			
9	STAT4163-Stationary-pen-Red color-Cello Fine grip--Nos 913700	15		15			
10	STAT5693-Stationary-Fevistick----Nos 832300	6		6			
Remarks:	For Office use Purpose						
	Engineer	Project Manager		Purchase		MD	
Prepared By:	B.Meenakshi						
Approved By:	K.Purshotham						
Sign & Date:	29-12-2022						

P.O.no. 95691

APPROVED
30 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		
Silver Oak Villas LLP	DC No.	23980
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	DC Date.	07-01-2023
	PO No.	95691
	PO Date.	02-01-2023
	Req ID	82984
	Req Date	29-12-2022
GSTIN : 36ADBFS3288A2Z7	Loc Req No	184958

	Description of Goods	HSN/SAC	Qty
1	670300 - CONS-Consumables - Colin 500 ml-- - - - Nos	84807900	6
2	663900 - CONS-Consumables - Handwash liquid-- - - - Nos	34013090	3
3	466300 - STAT-Stationary - Paper A4-- - - - Bundles	48025690	10
4	485500 - STAT-Stationary - Erazers-- - - - Nos	401692	12
5	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	960899	12
6	874600 - STAT-Stationary - Calculator-- - - - Nos	84703000	2
7	913700 - STAT-Stationary - pen-Red color-Cello Fine grip - - - Nos	960899	15
8	832300 - STAT-Stationary - Fevistick-- - - - Nos	35069999	6
9			
10			
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15			
16			
17			
18			
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21			
22			
23			
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25	INWARD		
26	Inward No: 3307 Dt: 7/1/23		
27	MRN No: 116013 Dt: 9/1/23		
28	Received By: Sign:		
29			
30	(Silver Oak Villas-Part-III)		

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP IN WARD No: 85862 Date: 10/1/23 Sign: R.R. DIST.