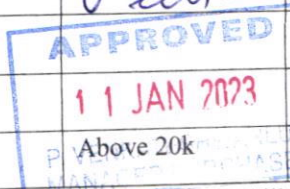


PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		10-01-23		Prepared by	S. Jaysudha	Serial no.	13067
Supplier name		Veldi Karunakar Reddy		HO inward no.			
Firm/Company		Sov LLP		Project	Sov part-III	HO received date	
PO/WO date		26-12-22		PO/WO No.	20221226013	Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached			
1.	181	30-12-22	64,246/-	☐ Yes ☐ No			
2.				☐ Yes ☐ No			
3.				☐ Yes ☐ No			
4.				☐ Yes ☐ No			
Amount A – Bills total (Excluding Transport & Hamali Charges):						64,246/-	
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		
Amount B – Other Credits : Transportation charges						—	
Amount C – Other Debits :						—	
Amount D (D=A+B-C) – Amount to be credited to the supplier:						64,246/-	
Amount E – PO / WO value:						64,246/-	
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:		V. S. S.					
Sign:							
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.

Ph : 9440407992



Flooring & Decorative Tiles

8-2-120/120/1/3/A, Road No.10, Banjara Hills, Hyderabad - 500034.

Invoice No. 181

State: Telangana State Code : 36.

Invoice Date : 30/12/2022

Details of Receiver / Billed to. Silveroak Villas LLP III

Address:

Address: State: Code:
Buyer GST No.: 36 ADJFS 3288227 Amount

[illegible]

Rupees in words : sixty four thousand
two hundred forty six only.

Total Amount	54446
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Add CGST @ 9%	4900
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Add SGST @9....%	4900
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Grand Total	6 4 2 4 6
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Terms & Conditions:

Goods once sold cannot be taken back or exchanged

Subject to Hyderabad Jurisdiction.

All the overdue bill charged @ 24% per annum

For **VELDI KARUNAKAR REDDY**

V. *[Signature]*
Signature

Purchase Order

Original

From Company:

Silveroak Villas LLP
5-4-187/3&4, 1Ind FloorSoham MansionM.G.Road
Secunderabad, TELANGANA, 500003
GSTNO:36ADBFS3288A2Z7

Delivery Location: Silver Oak Villas III

Sy .No.11,12,14,15,16,17,18 , 294Cherlapally
Hyderabad,Telangana, 501301
Prushotham,9502288244...65908777

Supplier Details

Karunakar Reddy

PO No

20221226013

Quote No

Nil

GSTIN:36AKGPR0150G1ZD

PO Date

26 Dec 2022

Quote Date

29 Dec 2022

Mr. Karunakar Reddy,9440407992

Supply Type

Purchase Order

S.No.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount	
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT		
1	BUL2825-Building Material-Wall Cladding-Cera Board-150mm-sqm	46.00	1,183.60	0%	54,446	0%	9%	9%	0	4,900	4,900	64,246	
Total Amount ...										0	4,900	4,900	64,246

Rupees in words : Sixty Four Thousands Two Hundred And Forty Five .eight One PaiseOnly.

Rupees in words : Sixty Four Thousands Two Hundred And Forty Five .eight One PaiseOnly.

Terms and Conditions:-

Purchase Order

Original

Additional Specifications

Tax :

Inclusive of GST.

Delivery Date :

Within 2 days of PO

Delivery Location :

As given above.

Transport:

By Vendor.

Advance Paid :

32,122 /- 50 % of PO value.

Payment Terms :

50% Advance 50% after delivery and on submission of bills.

Bill submission:

Proof of delivery & original invoice must be delivered to Second floor, Soham Mansion, M.G. Road, Secunderabad- 03. Do not send to site.

Other Terms:

For Villa No.149 Cladding Purpose.
Payment shall be made on quantity delivered at site.

For Silveroak Villas LLP

Authorised Signatory

Name :-

APPROVED
29 DEC 2022
P. VENKATESHWARLU
MANAGER PURCHASE

Sign:-

Date :-

Accepted the above Terms And Conditions

For Karunakar Reddy

Date :-

Requisition Form

Company Name	Silveroak Villas LLP	Date	24 Dec 2022
Site Or Phase	Silver Oak Villas III	Time	01:01:18
Flat/Villa/Other	For Villa no.149 Purpose	Req.No.	184939
Material required before date		ID No	20221224005

S.No	Description	Qty Required	Qty Available at Site	Order Qty	Last Rate	Inward No	Date
1	BUIL.2825-Building Material-Wall Cladding-Cera Board-150mm-sqm	46.00	0	46.00	119.00		

Remarks: For Villa no.149 Cladding Purpose

Prepared By :- Meenakshi

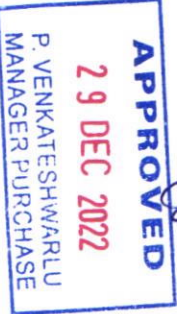
Sign:-

Date :- 24 Dec 2022

Approved By:-

Sign:-

Date:-



Note: On receipt of material at site write inward number and date in last two columns

INSTALLATION REPORT

Company/ firm:	SOV LLP	Requisition nos.:	2022/224005(184939)
Project:	SOV - II	PO no.:	2022/226013
Supplier:	Veldi KASUNDKOR RADDY Floor & decorative tiles	Material type:	cladding cera board

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	30/12/22	149	Cladding cera board	150 mm	46 sq.m
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
Total:					46 sq.m

Remarks:

Approved by	APPROVED BY 30 DEC 2022	Security	Admin (Audit)

Note: 1. Report to be sent on completion of work. 2. For partial completion report must be sent once a month. 3. This report is required for installation of windows, french windows, 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.