PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21/1/23	Prepared by	Deepa	Serial no.	13563
Supplier name	M/s. silver Oak villas HP			HO inward no.	
Firm/Company	MPPI	Project	MPI	HO received date	
PO/WO date	13/1/23	PO/WO No.	202301130005	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	1005	17/1/23	9,450/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	9,450/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:		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:	9,450/-
Amount E – PO / WO value:	9,450/-
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	30/1/23
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:	[signature]				
Date	21/1/23				
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.

TRANSIT INVOICE

M/s. SILVER OAK VILLAS LLP. # 5-4-187/3 & 4, II Floor, Soham Mansion, M.G. Road, Secunderabad - 500 003. **GSTIN/UIN: 36ADBFS3288A2Z7**	Invoice No. 1005	Date: 17/01/23
	DC No. 1005.	DC Date: 17/01/23.
	Purchase Order No. 2023021 3005	P.O. Date: 13/01/23.

Recipient Name: modi properties pvt Ltd.	Mobile No: 7680971999.
Recipient Address: may flower platinum.	

GST: 36AABCM4761E1ZM	PAN: -	Email: -

Sl. No.	Description of Goods & Services	HSN Code	GST Rate	Quantity	Rate	Amount
1	cement - ppc - 50kg bag's	9218.	315/-	30	246/0	7,383/-
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
				Transportation Charges		
				Hamali charges		
				CGST 14%		1,034/-
				SGST 14%		1,034/-
				Total		9,450/-

SUMMIT SALES L.B. NAGAR R.R. DIST. IN WARD No: 10454 Date: 21/1/23 Sign:

Amount (in words) Nine Thousand four hundred fifty Rupees only

For M/s. Silver Oak Villas LLP

Authorised Signatory

E. & O.E

Subject to Hyderabad Jurisdiction.

Purchase Order

Original

From Company: Modi Properties Pvt. Ltd. 5-4-187/3&4, IInd FloorSoham MansionM.G.Road Secunderabad,TELANGANA,500003 GSTNO:36AABCM4761E1ZM	Delivery Location: Mayflower Platinum Sy 82/1, Mallapur, Nacharam, Main road. Hyderabad,Telangana,500076 Narender,7680971999

Supplier Details				
Silver OaK Villas LLP 5-4-187/3&4, IInd FloorM G RoadRanigunj Hyderabad,TG,500003 GSTIN:36ADBFS3288A2Z7 ,.	PO No	20230113005	Quote No	NIL
	PO Date	13 Jan 2023	Quote Date	16 Jan 2023
	Supply Type	Purchase Order		

SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	CEMT9218-Cement-PPC---50kg-Bag	30.00	246.10	0%	7,383	0%	14%	14%	0	1,034	1,034	9,450
								Total Amount ...	0	1,034	1,034	9,450

Rupees in words : Nine Thousand Four Hundred And Fifty .two Four PaiseOnly.

Terms and Conditions:-

Original

Cement brand :	Parasakthi
Cement Hamali charges :	Loading included. Unloading extra @ Rs.5/- per bag.
Cement quantity	Payment shall be made on quantity delivered at site
Cement payment terms:	After delivery nd production of bill.
Tax :	Inclusive of GST and all other taxes.
Delivery Date :	Within same days of PO
Delivery Location :	As per details given above
Transportation Cost :	Included.
Bill submission:	Vendor Shall submit proof of delivery+originak invoice at head office of purchaser
Remarks :	Delivered

For Modi Properties Pvt. Ltd.	Accepted the above Terms And Conditions For Silver OaK Villas LLP
Authorised Signatory	
Name :-	
Sign:-	
Date :-	Date :-

APPROVED
16 JAN 2023
MINISH PARIKH
MANAGER PROCUREMENT

Requisition Form

Company Name	Modi Properties Pvt. Ltd.	Date	09 Dec 2022
Site Or Phase	Mayflower Platinum	Time	04:11:22
Flat/Villa/Other	flat/other	Req.No.	
Material required before date		ID No	20221209006

S.No	Description	Qty Required	Qty Available at Site	Order Qty	Last Rate	Inward No	Date
1	CEMT9218-Cement-PPC---50kg-Bag	30.00	0	30.00	315.00		

Remarks: Drainage line and site use purpose

Prepared By :- Narender Reddy K.

246/10 +28)

Approved By:-

Sign:-

Sign:-

Date :- 09 Dec 2022

Date:-

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

APPROVED
16 JAN 2023
MINISH PARIKH
MANAGER PROCUREMENT