PURCHASE DIVISION
Advice for approval for credit to supplier

(K)

Date:	8-02-23	Prepared by	S. Jaysudha	Serial no.	**14284**
Supplier name	Summit Sales LLp			HO inward no.	
Firm/Company	SOWA	Project	Sov part-III	HO received date	
PO/WO date	3-02-23	PO/WO No.	96741	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	28637	06-2-23	2,571/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,571/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	117116	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:	2,571/-
Amount E – PO / WO value:	2,571/-
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	13-02-23
Remarks:	final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Veen			
Sign:					
Date		09 FEB 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 Welfare Association	Invoice No.	28637
silver oak villas 1 &2, cherllapally ,hyderabad	Invoice Date.	06-02-2023
	PO No.	96741
	PO Date.	03-02-2023
	Req ID	83890
GSTIN : 36 PAN .	Req Date	31-01-2023
	Loc Req No	191031

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	639400 - CONS-Consumables - Toilet	84807900	3	87.00	261.00	18	46.98
2	998900 - CONS-Consumables - Phinyl-- - 1 Ltr - Nos	29331940	3	52.00	156.00	18	28.08
3	722700 - CONS-Consumables - Air Freshner-- - - - Odonil	96161010	3	42.00	126.00	18	22.68
4	722700 - CONS-Consumables - Air Freshner-- - - - room spray	96161010	3	88.00	264.00	18	47.52
5	663900 - CONS-Consumables - Handwash liquid-- -	34013090	3	88.00	264.00	18	47.52
6	661500 - CONS-Consumables - Cleaning Cloth-- - - -	630710	6	16.75	100.50	5	5.04
7	767300 - CONS-Consumables - Detergent --Vim - - -	34022090	2	53.00	106.00	18	19.08
8	670300 - CONS-Consumables - Colin 500 ml-- - - -	84807900	3	84.00	252.00	18	45.36
9	371300 - CONS-Consumables - Water Bottles-- - 1	392330	12	42.00	504.00	18	90.72
10	494100 - CONS-Consumables - Door Mats -- - - -	57022010	3	52.00	156.00	18	28.08
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	2,189.50	381.06
	190.53	190.53	Total Invoice Amount	2,570.55	

Rupees : Two Thousand Five Hundred Seventy and Paise Fifty Five Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP IN WARD No: 105318 Date: 6/2/23 Sign: R.R. DIST.

Authorised signatory

Purchase Order

 04-02-2023 14:37:26

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From Company : **Silver Oak Welfare Association**

.

G S T No. : .

96741

28.01.23 12:54:53

Supplier Details			
Summit Sales LLP	**Doc No**	96741	191031
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	03-02-2023	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	03-02-2023	
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	639400 - CONS-Consumables - Toilet cleaner--Harpic - 500ml - Nos	3.00	87.00	0.00	18.00	307.98
2	998900 - CONS-Consumables - Phinyl-- - 1 Ltr - Nos	3.00	52.00	0.00	18.00	184.08
3	722700 - CONS-Consumables - Air Freshner-- - - - Nos *Odonil*	3.00	42.00	0.00	18.00	148.68
4	722700 - CONS-Consumables - Air Freshner-- - - - Nos *room spray*	3.00	88.00	0.00	18.00	311.52
5	663900 - CONS-Consumables - Handwash liquid-- - - - Nos	3.00	88.00	0.00	18.00	311.52
6	661500 - CONS-Consumables - Cleaning Cloth-- - - - Nos	6.00	16.75	0.00	5.00	105.53
7	767300 - CONS-Consumables - Detergent --Vim - - - Nos	2.00	53.00	0.00	18.00	125.08
8	670300 - CONS-Consumables - Colin 500 ml-- - - - Nos	3.00	84.00	0.00	18.00	297.36
9	371300 - CONS-Consumables - Water Bottles-- - 1 Ltr - Nos	12.00	42.00	0.00	18.00	594.72
10	494100 - CONS-Consumables - Door Mats -- - - - Nos	3.00	52.00	0.00	18.00	184.08
					Total Order Value . . .	**2,570.55**

Rupees : Two Thousand Five Hundred Seventy and Paise Fifty Five 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

For ***Silver Oak Welfare Association***

Authorised Signatory

Veer

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Purchase Order

 04-02-2023 14:37:26 Original / Office Copy / Purchase Div.Copy

Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order for welfare association club house & swimming pool use 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 Welfare Association***

Authorised Signatory

Name : ______________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	Silver Oak Welfare Association	Date:	31-01-2023
Site & Phase :	SOV III	Time:	3:00
Unit No./Block No.	For Welfare Association Club House & Swimming pool Use Purpose		
Supplier:		Req. No.	191031
Material required before date:	Urgent	ID No.	83890.

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS1509-Consumables-Toilet cleaner--Harpic-500ml-Nos	3		3		
2	CONS7608-Consumables-Phenyl---1 Ltr-Nos	3		3		
3	CONS7495-Consumables-Air Freshner----Nos	3		3 Odonil		
4	CONS7495-Consumables-Air Freshner----Nos	3		3 Room Spray		
5	CONS1624-Consumables-Handwash liquid----Nos	3		3		
6	CONS6196-Consumables-Cleaning Cloth----Nos	6		6		
7	CONS4941-Consumables-Dish washing liquid/soap----Nos	2		2		
8	CONS8873-Consumables-Colin 500 ml----Nos	3		3		
9	CONS6689-Consumables-Water Bottles---1 Ltr-Nos	12		12		
10	CONS1763-Consumables-Door Mats ----Nos	3		3		

Po.no. 96741

Remarks:	For Welfare Association Club House & Swimming pool Use Purpose			
	Engineer	Project Manager	Purchase	MD
Prepared By:	K.Tulasi Rani			
Approved By:	K.Purshotham			
Sign & Date:	31-01-2023			

APPROVED
01 FEB 2023

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	DC No.	24464
Silver Oak Welfare Association	DC Date.	06-02-2023
silver oak villas 1 &2, cherllapally ,hyderabad	PO No.	96741
	PO Date.	03-02-2023
	Req ID	83890
GSTIN : 36	Req Date	31-01-2023
	Loc Req No	191031

	Description of Goods	HSN/SAC	Qty
1	639400 - CONS-Consumables - Toilet cleaner--Harpic - 500ml - Nos	84807900	3
2	998900 - CONS-Consumables - Phinyl-- - 1 Ltr - Nos	29331940	3
3	722700 - CONS-Consumables - Air Freshner-- - - - Nos	96161010	3
4	722700 - CONS-Consumables - Air Freshner-- - - - Nos	96161010	3
5	663900 - CONS-Consumables - Handwash liquid-- - - - Nos	34013090	3
6	661500 - CONS-Consumables - Cleaning Cloth-- - - - Nos	630710	6
7	767300 - CONS-Consumables - Detergent --Vim - - - Nos	34022090	2
8	670300 - CONS-Consumables - Colin 500 ml-- - - - Nos	84807900	3
9	371300 - CONS-Consumables - Water Bottles-- - 1 Ltr - Nos	392330	12
10	494100 - CONS-Consumables - Door Mats -- - - - Nos	57022010	3
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25	INWARD		
26	Inward No 166014 Dt: 7/2/23		
27	MRN No: 117116 Dt: 7/2/23		
28	Received By: Sign:		
29			
30	(Silver Oak Villas-Part-III)		

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 86503
Date: 8/2/23
Sign: