PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	08-2-23	Prepared by	S. JaySudha	Serial no.	**14281**
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	Sov LLP	Project	Sov Part-III	HO received date	
PO/WO date	4-02-23	PO/WO No.	96798	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	28636	06-02-23	2,897/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,897/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	117118	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:	2,897/-
Amount E – PO / WO value:	2,897/-
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:		Veer-			
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

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	28636
Silver Oak Villas LLP	Invoice Date.	06-02-2023
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	PO No.	96798
	PO Date.	04-02-2023
	Req ID	84000
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Req Date	03-02-2023
	Loc Req No	212048

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	733600 - COMP-Peripherals - Mouse pads-- - - - Nos	84716060	2	40.00	80.00	18	14.40
2	265800 - STAT-Stationary - Scissors-- - NA - Nos	8213	2	52.50	105.00	18	18.90
3	466300 - STAT-Stationary - Paper A4-- - - - Bundles	48025690	8	280.00	2,240.00	12	268.80
4	730400 - STAT-Stationary - Pen-Blue color-Cello	960899	24	6.00	144.00	18	25.92
5							
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IGST	CGST	SGST	Total Taxable Amount	2,569.00		328.02
	164.01	164.01	Total Invoice Amount	2,897.02		

Rupees : Two Thousand Eight Hundred Ninty Seven and Paise Two Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 60531
Date: 6/2/23
Sign:
R.R. DIST.

Authorised signatory

Purchase Order

 04-02-2023 14:37:26

96798
28.01.23 12:54:54

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 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	96798	212048
	Doc Date	04-02-2023	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	04-02-2023	
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	733600 - COMP-Peripherals - Mouse pads-- - - - Nos	2.00	40.00	0.00	18.00	94.40
2	265800 - STAT-Stationary - Scissors-- - NA - Nos	2.00	52.50	0.00	18.00	123.90
3	466300 - STAT-Stationary - Paper A4-- - - - Bundles	8.00	280.00	0.00	12.00	2,508.80
4	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	24.00	6.00	0.00	18.00	169.92
					Total Order Value . . .	**2,897.02**

Rupees : Two Thousand Eight Hundred Ninty Seven and Paise Two Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After delivery and production of bill
Tax	GST included in the above prices
Delivery Date	With in a 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	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for site office use purpose.
Completion Date	Nil
Measurment	Nil
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

Veerb

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	Silver Oak Villas LLP	Date:	03-02-2023			
Site & Phase :	SOV-III	Time:	14:50			
Unit No./Block No.	For office use purpose					
Supplier:		Req. No.	212048			
Material required before date:	10-02-2023	ID No.	84000			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	COMP6188-Peripherals-Mouse pads----Nos	2	-	2		
2	STAT2658-Stationary-Scissors----Nos	2	-	2		
3	STAT5901-Stationary-Paper A4----Bundles	8	-	8		
4	STAT1585-Stationary-Pen-Blue color-Cello Fine grip--Nos	24	-	24		
5						
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9						
10						
Remarks:	For office use purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	B.Meenakshi					
Approved By:	K.Purshotham					
Sign & Date:	03-02-2023					

P.O.No. 96778

04 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

Silver Oak Villas LLP

Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd

GSTIN : 36ADBFS3288A2Z7

DC No.	24463
DC Date.	06-02-2023
PO No.	96798
PO Date.	04-02-2023
Req ID	84000
Req Date	03-02-2023
Loc Req No	212048

	Description of Goods	HSN/SAC	Qty
1	733600 - COMP-Peripherals - Mouse pads-- - - - Nos	84716060	2
2	265800 - STAT-Stationary - Scissors-- - NA - Nos	8213	2
3	466300 - STAT-Stationary - Paper A4-- - - - Bundles	48025690	8
4	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	960899	24
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INWARD
Inward No: 3455 Dt: 7/2/23
MRN No: 117118 Dt: 7/2/23
Received By: Sign:
(Silver Oak Villas-Part-III)

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP * R.R. DIST. *
IN WARD No. 96506 Date: 8/2/23 Sign: