PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	22/2/23	Prepared by	Deepa	Serial no.	15009
Supplier name	M/s. Silver oak villas LLP			HO inward no.	
Firm/Company	MPPL	Project	MPL	HO received date	
PO/WO date	4/2/23	PO/WO No.	20230204002	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	1008	11/2/23	9,900/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			9,900/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.:	202302110004	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:			9,900/-
Amount E – PO / WO value:			9,900/-
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	27/2/23		
Remarks:	final bill		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:					
Date	22/2/23				
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. 1008	Date: 11/2/23
	DC No. 1008	DC Date: 11/2/23
	Purchase Order No. 20230204002	P.O. Date: 04/02/23
Recipient Name: Modi properties pvt ltd		Mobile No: 9959035267
Recipient Address: May Flower platinum		
GST: 36AABCM4761E1ZM	PAN:	Email:

Sl. No.	Description of Goods & Services	HSN Code	GST Rate	Quantity	Rate	Amount
1	PPC cement 50kg Bag	9218	330	30	257.81	7,734/-
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
	Transportation Charges					
	Hamali charges					
	CGST 14%					1,083
	SGST 14%					1,083
	Total					9,900/-

Amount (in words) Nine ~~Thousand~~ Nine Hundred Rupees only

SUMMIT SALES LLP IN WARD No: 10693 Date: 22/2/23 Sign: R.R. DIST.

For M/s. Silver Oak Villas LLP

Tulasi
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	20230204002	Quote No	NIL
	PO Date	04 Feb 2023	Quote Date	04 Feb 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	257.81	0%	7,734	0%	14%	14%	0	1,083	1,083	9,900
								Total Amount ...	0	1,083	1,083	9,900
Rupees in words : Nine Thousand Eight Hundred And Ninety Nine .nine Eight PaiseOnly.												

Terms and Conditions:-

Purchase Order

Original

Cement brand :	.
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 and production of bill.
Tax :	Inclusive of GST and all other taxes.
Delivery Date :	Within ____ 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 :	Collect material from SOVLLP.

For Modi Properties Pvt. Ltd.

Authorised Signatory

Name :-

Sign:-

Date :-

APPROVED
04 FEB 2023
MINISH PARIKH
MANAGER PROCUREMENT

Accepted the above Terms And Conditions
For

Date :-

Requisition Form

Company Name	Modi Properties Pvt. Ltd.	Date	03 Feb 2023
Site Or Phase	Mayflower Platinum	Time	06:15:13
Flat/Villa/Other	Flats	Req.No.	
Material required before date		ID No	20230203010

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: sTowards site and kitchen platfrom used purpose

Prepared By :- Divya N

Approved By:-

Sign:-

Sign:-

Date :- 03 Feb 2023

Date:-

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

DELIVERY CHALLAN

M/s. SILVER OAK VILLAS LLP

H.O. # 5-4-187/3 & 4, II Floor, Soham Mansion, M.G. Road, Secunderabad - 500 003.
Tel : 040 - 6633 5551
Site Office: Sy. No. 294, Cherlapally, Hyderabad - 501 301.

GST : 36ADBFS3288A2Z7

M/s Modi properties pvt ltd

Site: May Flower platinum

DC No.	: 1008
Date	: 11/2/23
Vehicle No.	: TSDA32 1615
P.O. / W.O. No.	: 20230204002
P.O. / W.O. Date	: 04/2/23

Sl. No.	PARTICULARS	Quantity
1	Cement ppc - 50 Kg Bag	30 Bags
2		
3		
4		
5		
6		
7		
8		
9		
10		
11	MRN No:- 203302_11004	
12	11/2/23	
13		
14		
15		
16		30 bags

INWARD
Inward No: 24246 Dt: 11-2-23
MRN No: Dt:
Received By: Sign:
MODI PROPERTIES PVT. LTD. SY.No. 82/1

Received the above materials in good condition.

Received by :	Bal Raju
Date :	11/2/23

Stamp:

For M/s. Silver Oak Villas LLP

K. Tulsi Rao

Authorised Signatory

SUMMIT SALES LLP
INWARD
No: 86917
Date: 22/2/23
R.R. DIST.

make GST bills, etc. easy