PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	22-02-23	Prepared by	S. JaySudha	Serial no.	15006
Supplier name	Sri Sai Vishal Enterprises			HO inward no.	
Firm/Company	SOV LLP	Project	SOV part III	HO received date	
PO/WO date	27-01-23	PO/WO No.	202301270001	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	109	10-02-23	56,994/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	56,994/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: Brick 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:	56,994/-
Amount E – PO / WO value:	56,994/-
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	27-02-23
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:		APPROVED 22 FEB 2023 P. VENKATESHWARLU MANAGER PURCHASE			
Date					
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

✆ : 8367679193

SRI SAI VISHAL ENTERPRISES

FLY ASH BRICKS

Factory : Godumakunta Vill., Keesara Mdl, Medchal Dist.
Office : Street No. 17, Tarnaka, Secunderabad.
GSTIN : 36ACZPL1512H1ZF

(COMPOSITION TAXABLE PERSON NOT ELIGIBLE TO COLLECT TAX ON SUPPLIES)

M/s SR Silver oak villa LLP
cherapally

Party GSTIN 36ADBFS3288A2Z7

Inv. No. 109 Date : 10.02.23
D.C. No. 231, 232 Date :
P. O. 20230127001 Date :
Payment
State : **TELANGANA** Code : **36**

S.No.	PARTICULARS	HSN CODE	QTY.	RATE	UNIT	AMOUNT Rs. Ps.
1.	**20 mm Metal**					
2.	**Baby Chips**					
3.	**Stone Dust**					
4.	**Sand**					
5.	**Red Mutti**					
6.	**Granite**					
7.	**40mm Hand Metal**					
8.	**Crusher Sand**					
9.	**12mm Metal**					
10.	**Flyash Bricks**					
	4X8X16					
	6X8X12 →		1500	37.996	Nos	56,994=00
	6X8X16					
	8X8X12					
	8X8X16					

SUMMIT SALES LLP R.R. DIST. IN WARD 105690 13/2

Rupees in words Fifty Six Thousand Nine Hundred ninety four only

TOTAL	56,994=00
SGST @ %	–
CGST @ %	–
GRAND TOTAL	56,994=00

Name : **SRI SAI VISHAL ENTERPRISES**
Bank Name : **HDFC BANK**
Account No. : **50200042541343**
IFSC Code : **HDFC0000368** **Branch : Nacharam**

E. & O.E.

For **SRI SAI VISHAL ENTERPRISES**

Purchase Order

Original

From Company:		Delivery Location:	
	Silveroak Villas LLP 5-4-187/3&4, IInd FloorSoham MansionM.G.Road Secunderabad,TELANGANA,500003 GSTNO:36ADBFS3288A2Z7		Silver Oak Villas III Sy .No.11,12,14,15,16,17,18 , 294Cherlapally Hyderabad,Telangana,501301 Prushotham,9502288244....65908777

Supplier Details				
Sri Sai Vishal Enterprises 12-13-167,street no.17Tarnakamedchal-malkajgiri Hyderabad,TG,500017 GSTIN:36ACZPL1512H1ZF Akula Lakshmi,9391029193	PO No	20230127001	Quote No	Nil
	PO Date	27 Jan 2023	Quote Date	27 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	BUIL7028-Building Material-Solid Block---150x200x300mm-Nos.	1,500.00	32.20	0%	48,300	0%	9%	9%	0	4,347	4,347	56,994
								Total Amount ...	0	4,347	4,347	56,994

Rupees in words : Fifty Six Thousands Nine Hundred And Ninety Four Only.

Terms and Conditions:-

Purchase Order

Original

Additional Specifications	Inclusive of GST and other taxes.
Tax :	Within 2 days of PO
Delivery Date :	As given above.
Delivery Location :	By Vendor
Transport:	Nil. /
Advance Paid :	After Material delivery and on submission of bills.
Payment Terms :	Proof of delivery & original invoice must be delivered to Second floor, Soham Mansion, M.G. Road, Secunderabad- 03.Do not send to site.
Bill submission:	For Villa No.191,199,200,202 Plinth beam purpose
Other Terms:	Payment shall be made on quantity delivered at site.

For Silveroak Villas LLP	Accepted the above Terms And Conditions For Sri Sai Vishal Enterprises
Authorised Signatory	
Name :-	APPROVED
Sign:-	22 FEB 2023
Date :-	P. VENKATESHWA Date :- MANAGER PURCHASE

27/01/23 12:48:11 PM

Requisition Form

Company Name	Silveroak Villas LLP	Date	27 Jan 2023
Site Or Phase	Silver Oak Villas III	Time	11:50:46
Flat/Villa/Other	For Villa no.191,199,200,202 Purpose	Req.No.	212034
Material required before date		ID No	20230127003

S.No	Description	Qty Required	Qty Available at Site	Order Qty	Last Rate	Inward No	Date
1	BUIL7028-Building Material-Solid Block---150x200x300mm-Nos.	1,500.00	0	1,500.00	26.00		

Remarks: For Villa no.191,199,200,202 plinth Beam Purpose

Prepared By :- Meenakshi

Sign:-

Date :- 27 Jan 2023

Approved By:-

Sign:-

Date:-

APPROVED

22 FEB 2023

P. VENKATESHWARLU
MANAGER PURCHASE

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

Cement Blocks – Weekly Delivery Report

Company/ firm:	SOV LLP	Requisition nos.:	212034 (20230127003)	Total PO quantity:	1500
Project:	SOV-III	PO No(s).	20230127001	Quantity delivered in earlier period:	750
Block /Flat / Villa no.:	A	Total material delivered	Yes	Quantity delivered during week:	750
Supplier:	Sri Sai Vishal Enterprises	Close PO:	Yes	Balance quantity to be delivered:	APPROVED BY 31 JAN 2023 PURSHOTHAM Project Manager (Silver Oak Villas Part-III)
Sign of security Date	31-01-23	Sign of Admin Date	31-01-23	Sign of Project manager Date	31-01-23

Details of solid blocks – delivered in earlier period.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.	28-01-23		6X8X12	750	231	3413	20230128001
2.							
3.							
			Total	750			

Details of solid blocks – delivered during the week.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.	30-01-23		6X8X12	750	232	3414	20230130003
2.							
			Total	750			

Remarks:

Note: 1. Report to be sent to HO every Saturday with delivery challans of this week with photos. 2. Report must have totals calculated. 3. Specify block size and block type (solid / hollow). 4. Total quantity and delivered quantity includes all types of blocks.