PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	15-03-23	Prepared by	S. Jaysudha	Serial no.	**15824**
Supplier name	Summit Sales LLp			HO inward no.	
Firm/Company	Sov LLp	Project	Sov part-III	HO received date	
PO/WO date	10-03-23	PO/WO No.	202303110012	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	29134	11-03-23	4,786/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	4,786/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 2023031101O · 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:	4,786/-
Amount E – PO / WO value:	4,786/-
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	20-03-23
Remarks:	final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:		APPROVED [signature]			
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.

ORIGINAL INVOICE

Tax Invoice

Summit Sales LLP

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy **PAN: ACQFS2044C GSTIN : 36ACQFS2044C1Z7**

Customer Details		Invoice No	29134
Billing Details	Shipping Details	Invoice Date	11 Mar 2023
Silveroak Villas LLP 5-4-187/3&4, IInd Floor, Soham Mansion M.G.Road Secunderabad, TELANGANA- 500003 GSTIN: 36ADBFS3288A2Z7	Sy.No 11 to 18 & 294, Cherlapally Sy .No.11,12,14,15,16,17,18 , 294, Cherlapally Hyderabad, Telangana- 501301	PO No PO Date	20230310012 10 Mar 2023

S.No	Description Of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	STAT5901-Stationary-Paper A4---Misc-Bundles	48025690	12.00	284.00	3,408	18.00	613.44
2	STAT1585-Stationary-Pen-Blue color-Cello Fine grip-Misc-Nos	960899	24.00	6.00	144	18.00	25.92
3	STAT3016-Stationary-pen-black color-Cello Fine grip-Misc-Nos	960899	20.00	6.00	120	18.00	21.6
4	STAT5375-Stationary-Permanent Marker---Red-Nos	96082000	12.00	16.00	192	18.00	34.56
5	STAT5222-Stationary-Permanent Marker---Black-Nos	96082000	12.00	16.00	192	18.00	34.56
				Total Taxable Amount	**4,056.00**		**730.08**
				Total Invoice Amount			**4,786.00**

IGST	CGST	SGST
0.00	**365.04**	**365.04**

Rupees : Four Thousand Seven Hundred And Eighty Six Only.

Bank Details

SUMMIT SALES LLP * R.R. DIST. * IN WARD No: 106894 Date: 11/3/23 Sign:

For Summit Sales LLP

Bank Name : Yes Bank
A/C No : 009763700001491
IFSC Code : YESB0000097
Branch : Secunderabad

Authorised Signator

Purchase Order

Original

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

Supplier Details				
Summit Sales LLP #5-4-1873 & 4, II FloorSoham Mansion, M.G.Road Secunderabad,TG,500003 GSTIN:36ACQFS2044C1Z7 Hamendra,Prabhakar,040-66335551 purchase@modiproperties.com	PO No	20230310012	Quote No	Nil
	PO Date	10 Mar 2023	Quote Date	10 Mar 2023
	Supply Type			

SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	STAT5901-Stationary-Paper A4---Misc-Bundles	12.00	284.00	0%	3,408	0%	9%	9%	0	307	307	4,021
2	STAT1585-Stationary-Pen-Blue color-Cello Fine grip-Misc-Nos	24.00	6.00	0%	144	0%	9%	9%	0	13	13	170
3	STAT3016-Stationary-pen-black color-Cello Fine grip-Misc-Nos	20.00	6.00	0%	120	0%	9%	9%	0	11	11	142
4	STAT5375-Stationary-Permanent Marker---Red-Nos	12.00	16.00	0%	192	0%	9%	9%	0	17	17	227
5	STAT5222-Stationary-Permanent Marker---Black-Nos	12.00	16.00	0%	192	0%	9%	9%	0	17	17	227
								Total Amount ...	0	365	365	4,786

Rupees in words : Four Thousand Seven Hundred And Eighty Six . Eight PaiseOnly.

Terms and Conditions:-

Payment Terms : After material delivery and production of bill.

Tax : Inclusive of GST and all other taxes.

Purchase Order

Original

Delivery Date :	Within 1 days of PO
Delivery Location :	As per details given above
Transport:	Vendor to arrange transport. OR Purchaser to arrange transport at its cost.
Transportation Cost :	Nil
Advance Paid :	Nil
Bill submission:	Vendor Shall submit proof of delivery+original invoice at head office of purchaser
Remarks :	Above order for office use purpose.

For Silveroak Villas LLP	Accepted the above Terms And Conditions For
Authorised Signatory	
Name :-	
Sign:-	
Date :-	Date :-

APPROVED
10 MAR 2023
P. VENKAT
MANA

10/03/23 05:30:17 PM

PO. 20230309020

Requisition Form

Company Name	Silveroak Villas LLP	Date	09 Mar 2023
Site Or Phase	Silver Oak Villas III	Time	12:08:39
Flat/Villa/Other	For Office use purpose	Req.No.	212143
Material required before date		ID No	20230309020

S.No	Description	Qty Required	Qty Available at Site	Order Qty	Last Rate	Inward No	Date
1	STAT5901-Stationary-Paper A4---Misc-Bundles	12.00	0	12.00	207.00		
2	STAT1585-Stationary-Pen-Blue color-Cello Fine grip-Misc-Nos	24.00	0	24.00	3.00		
3	STAT3016-Stationary-pen-black color-Cello Fine grip-Misc-Nos	20.00	0	20.00	3.00		
4	STAT5375-Stationary-Permanent Marker---Red-Nos	12.00	0	12.00	15.00		
5	STAT5222-Stationary-Permanent Marker---Black-Nos	12.00	0	12.00	15.00		

Remarks: For Office use purpose

Prepared By :- Meenakshi

Sign:-

Date :- 09 Mar 2023

Approved By:-

Sign:-

Date:-

APPROVED
10 MAR 2023
P. VENKATESH
MANAGER PURCHASE

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

3601

Delivery Challan

Summit Sales LLP

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C   GSTIN : 36ACQFS2044C1Z7

Customer Details			
Billing Details	**Shipping Details**	DC No	29134
		DC Date	11 Mar 2023
Silveroak Villas LLP 5-4-187/3&4, IInd Floor, Soham Mansion M.G.Road Secunderabad, TELANGANA- 500003 GSTIN: 36ADBFS3288A2Z7	Sy.No 11 to 18 & 294, Cherlapally Sy .No.11,12,14,15,16,17,18 , 294, Cherlapally Hyderabad. Telangana- 501301	PO No	20230310012
		PO Date	10 Mar 2023

S.No	Description Of Goods	HSN SAC	Qty
1	STAT5901-Stationary-Paper A4---Misc-Bundles	48025690	12.00
2	STAT1585-Stationary-Pen-Blue color-Cello Fine grip-Misc-Nos	960899	24.00
3	STAT3016-Stationary-pen-black color-Cello Fine grip-Misc-Nos	960899	20.00
4	STAT5375-Stationary-Permanent Marker---Red-Nos	96082000	12.00
5	STAT5222-Stationary-Permanent Marker---Black-Nos	96082000	12.00

For Summit Sales LLP

Authorised Signator

Subject to Hyderabad Jurisdiction

P M

INWARD
Inward No: 368 | Dt: 11/3/23
MRS No: | Dt:
Received By: | Sign:
(Silver Oak Villas-Part-III)

MRN 20230311010

SUMMIT SALES LLP
INWARD
No: 87382
Date: 13/3/23
Sign:
R.R. DIST.

11/03/23 10:51:08 AM