PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28/4/23	Prepared by	Pawan	Serial no.	
Supplier name	Summit Sale Up			HO inward no.	
Firm/Company	Silver Oak Sale Up	Project	SOV	HO received date	
PO/WO date	18/4/23	PO/WO No.	2023041808	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	29943	25/4/23	1859/-	◻ Yes ◻ No
2.				◻ Yes ◻ No
3.				◻ Yes ◻ No
4.				◻ Yes ◻ No

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

MRN nos.:	20230428015	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:	1859/-
Amount E – PO / WO value:	1859/-
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	
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Pawan				
Sign:	[signature]	[signature]			
Date	28/4/23				
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.

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

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

Customer Details		Invoice No	29943
Billing Details	Shipping Details	Invoice Date	25 Apr 2023
ilveroak Villas LLP -4-187/3&4, IInd Floor, Soham Mansion M.G.Road ecunderabad, TELANGANA- 500003 STIN: 36ADBFS3288A2Z7		PO No	20230418028
		PO Date	18 Apr 2023

S.No	Description Of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	PROM5031-Promotions-Uniform Pocket Embroidery Charges---Misc-Nos	520420	3.00	40.00	120	5.00	6.00
2	PROM9871-Promotions-Uniform Shirting Cloth---Misc-Mtrs	380991	3.00	550.00	1,650	5.00	82.5
				Total Taxable Amount	**1,770.00**		**88.5**
				Total Invoice Amount			**1,859.00**

IGST	CGST	SGST
0.00	**44.25**	**44.25**

Rupees : One Thousand Eight Hundred And Fifty Nine Only.

Bank Details

Bank Name : Yes Bank

A/C No : 009763700001491

IFSC Code : YESB0000097

Branch : Secunderabad

SUMMIT SALES LLP R.R. DIST. IN WARD No. 108615 Date 25/4 Sign.

For Summit Sales LLP

Authorised signator

25/04/23 04:06:04 PM

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 ,, ,

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	20230418028	Quote No	
	PO Date	18 Apr 2023	Quote Date	18 Apr 2023
	Supply Type		Requisition Num	20230418042

SNo.	Item Name	Addl Spec	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
							IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	PROM5031-Promotions-Uniform Pocket Embroidery Charges---Misc-Nos	Pocket Embroidary	3.00	40.00	0%	120	0%	2.5%	2.5%	0	3	3	126
2	PROM9871-Promotions-Uniform Shirting Cloth---Misc-Mtrs	Navy Blue 3/4 Sleeve Kurti	3.00	550.00	0%	1,650	0%	2.5%	2.5%	0	41	41	1,733
									Total Amount ...	0	44	44	1,859

Rupees in words : One Thousand Eight Hundred And Fifty Nine Only.

Terms and Conditions:-

Additional Specifications	Navy Blue 3/4 Sleeve Kurti and Pocket Embroidary Uniform For K.Tulasi
Tax :	Inclusive of GST and other taxes.
Delivery Date :	Within ____ days of PO
Delivery Location :	As given above.
Transport:	By Vendor or Purchaser
Advance Paid :	Nil. / ___ % of PO value.

MRN : 20230428015

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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	29943
		DC Date	25 Apr 2023
Silveroak Villas LLP 5-4-187/3&4, IInd Floor, Soham Mansion M.G.Road Secunderabad, TELANGANA- 500003 GSTIN: 36ADBFS3288A2Z7		PO No	20230418028
		PO Date	18 Apr 2023

S.No	Description Of Goods	HSN/SAC	Qty
1	PROM5031-Promotions-Uniform Pocket Embroidery Charges---Misc-Nos	520420	3.00
2	PROM9871-Promotions-Uniform Shirting Cloth---Misc-Mtrs	380991	3.00

For Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signator

25/04/23 04:05:39 PM

TRANSIT COPY

Tax Invoice

Summit Sales LLP

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

Email: purchase@modiproperties.com

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IGST	CGST	SGST
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pees : One Thousand Eight Hundred And Fifty Nine Only.

k Details

k Name : Yes Bank

No : 009763700001491

C Code : YESB0000097

nch : Secunderabad

For Summit Sales LLP

Authorised signator

25/04/23 04:06:04 PM