PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/07/23	Prepared by	V. RAVI	Serial no.	18641
Supplier name	Kaveri Timber Depot.			HO inward no.	
Firm/Company	SOV LLP	Project	SOV - III	HO received date	
PO/WO date	04.10.22	PO/WO No.	92557.	Scan ID.	

Si no.	Bill no.	Bill date	Bill amount	Original attached
1.	000123	08.10.22	62,455-00	✓ □ Yes □ No
2.			/	□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	61,655-00
Proof of delivery by way of: ✓ □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 112543	Proof of delivery matches MRN ✓ □ Yes □ No
Amount B – Other Credits : Transportation charges	800-00
Amount C – Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	62,455-00
Amount E – PO / WO value:	61,655-00
Amount F – Difference (A – E):	800-00
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	50% Advance paid
Remarks: final bill & transportation chgs extra	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:		[signature]			
Date		10/7/23	[signature]		
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.

APPROVED BY
11 JUL 2023
SOHAM MODI
MANAGING DIRECTOR

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 1328
Date 12/7/23
Sign

Form for closure of purchase order

PO no.: 92557	PO date: 04/10/22		Req. no.: 184677		Advice Scan ID		
Barcoded PO available	☑Y/□ N	Invoice original available	□Y/☑N	☑Copy available	POD available	☑Y/□ N	
Data required from site/engineers:							
MRN nos. related to PO	112543.						
□ Part material received.		☑Full material received.			□ Material not received.		
□ Close PO – Balance material will be re-ordered by new requisition.							
□ Cancel PO. Material not required.		□ Cancel PO. Material will be re-ordered by new requisition					
□ Keep PO open. Material required.		□ Keep PO open. Work under progress.					
Remarks by engineer:							

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide scanned copy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be scanned and sent to Ravi.

Prepared by: Meenakshi	Sign:	Date: 3/3/23
Data required from accounts:		
□ Checked with E&D for receipt of bills.		
□ Bills not received against this PO.	□ Part bill received against this PO.	□ All bills received against this PO.
☑ Advance paid against this PO	Amount paid: 30,827/-	Date of payment: 11/10/23
Details of part bill received:		

Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier
1.				
2.				
3.				

Remarks by Accountants:		
Prepared by: P. Ramesh	Sign:	Date: 13/3/23

Notes: 1. POs/WOs issued for turnkey works - may have been processed by E&D. Check before filling the above.

Prepared by:	Sign:	Date:
Remarks by Ravi + details of bills to be approved:		

Sl. No.	Bill no.	Bill date	Bill amount	MRN no.
1.				
2.				
3.				

Remarks: Certified bill copy required.		
Prepared by: Ravi	Sign:	Date: 15/03/23
Advice by MD - action to be taken.		
☑ Get certified bill from supplier (not original).		□ Prepare bill in SSLLP for material supplied.
☑ Thereafter, prepare advice for credit to supplier and send to Soham for processing.		
☑ Close PO	□ Keep PO open. Material awaited	
□ Accounts to be reconciled with supplier. Get supplier's ledger.		
Remarks:		
Approved by: Soham	Sign:	Date:

APPROVED BY
16 MAR 2023
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

Page(s) 1 Of 1 09-02-2023 10:06:13 Original / Office Copy / Purchase Div.Copy

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			
Kaveri Timber Depot	**Doc No**	92557	184677
Plot No. 2, Sy.no. 52 & 54, Road No.7, IDA Nacharam, Hyderabad - 500076.	**Doc Date**	04-10-2022	
	Quote No	Nil	
GSTIN 36AAFFK7078K1ZT	**Quote Date**	01-10-2022	
9441723939	**SupplyType**	Supply	

Kind Attn : Mr. Laxman Patel

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	617000 - DOOR-Doors - Door frame with threshold -WPC-100X63MM - 760WX2150HMM - Nos	4.00	4,400.00	0.00	18.00	20,768.00
2	409400 - DOOR-Doors - Door frames with threshold -WPC-100X63MM - 990Wx2400Hmm - Nos	10.00	3,465.00	0.00	18.00	40,887.00
	Total Order Value . . .					**61,655.00**

Rupees : Sixty One Thousand Six Hundred Fifty Five Only.

Terms and Conditions :-

Specification / Brand	Material is imported WPC(Wood plastic composit) 1000 density Rate Section size for main door is 5"x2.5" internal door is 4"x2.5" Rate per Rft is 200, 165 GST extra.
Payment Terms	50% advance balance after delivery
Tax	GST included in the above prices
Delivery Date	With in 4 days
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	Extra as per actuals
Warranty	Nil
Advance Paid	Rs. 30,827/-, by cheque/RTGS.....
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Damage is in suppliers account, above order is for villa no 146,147,151 and 157 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

Accepted the above Terms And Conditions

For *Kaveri Timber Depot*

Date : __/__/___

Name : __________

Name : __________

GST NO. 36AAFFK7078K1ZT

Subject to Hyderabad Jurisdiction

~~CASH~~ / CREDIT MEMO

✆ : 040-27157218

Kaveri Timber Depot

Dealers in : Burma Teak, Indian Teak, African Teak, Salwood, Non-Teak, Moulding & Plywood.

Plot No. 2, ECIL Road, IDA, Nacharam, Hyderabad - 76.

No. 01.23 ~~523~~

Date : 08.10.2022

M/s. SILVER OAK VILLAS LLP

GST:- 36ADBFS3288A2Z7 [PO:- 92557/1846TT] 4/10/22.

No.	PARTICULARS	Qty.	C.Ft./C.M.	RATE	AMOUNT Rs.	Ps.
5x2½	617000 - DOOR FRAME WITH THRESHOLD - 1050W x 2100 Hmm - 4Nos @ 4400/-				17,600 =	00
4x2½	409400 - DOOR FRAME WITH THRESHOLD - 900W x 2150 Hmm - 10Nos @ 3,465/-				34,650 =	00

INWARD
Inward No: 2859 Dt: 8/10/22
MRN No: 12543 Dt: 8/10/22
Received By:
Sign:
(Silver Oak Villas-Part-III)

E. & O.E.

TOTAL	52,250 =	00
CGST 9 %	4,702 =	50
SGST 9 %	4,702 =	50
IGST %		
TRANSPORTING	800 =	00
TOTAL AMOUNT GST	62,455 =	00.

Party GSTIN No.

Way Bill No. :

Vehicle No. : TS 08 UE 4962

HDFC Bank
A/c. No. 50200085546244
IFSC Code : HDFC0000081
Branch : Himayathnagar

* Goods once sold will not be taken back.
* No claim will be admitted by us once goods delivered from our premises.
* Interest rate @ 24% will be charged of this bill, if not paid within a week time.

For Kaveri Timber Depot

GST NO. 36AAFFK7078K1ZT

Subject to Hyderabad Jurisdiction

CASH / CREDIT MEMO

✆ : 040-27157218

Kaveri Timber Depot

Dealers in : Burma Teak, Indian Teak, African Teak, Salwood, Non-Teak, Moulding & Plywood.

Plot No. 2, ECIL Road, IDA, Nacharam, Hyderabad - 76.

0001 No. 23 ~~523~~

Date : 08.10.2022

M/s. SILVER OAK VILLAS LLP

GST:- 36ADBFS3288A2Z7 [PO:- 92557/18467] 4/10/22.

Sl.No.	PARTICULARS	Qty.	C.Ft./C.M.	RATE	AMOUNT Rs.	Ps.
5x2½	617000 - DOOR FRAME WITH THRESHOLD - 1050W x 2100Hmm -		4Nos @	4400/-	17,600 =	00
4x2½	409400 - DOOR FRAME WITH THRESHOLD - 900W x 2150Hmm -		10Nos @	3,465/-	34,650 =	00
	E. & O.E.		TOTAL		52,250 =	00
			CGST	9 %	4,702 =	50
Party GSTIN No.			SGST	9 %	4,702 =	50
			IGST	%		
Way Bill No. :	HDFC Bank A/c. No. 50200085516244 IFSC Code : HDFC0000081 Branch : Himayathnagar		TRANSPORTING		800 =	00
Vehicle No. : TS 08 UE 4962			TOTAL AMOUNT GST		62,455 =	00.

INWARD

Inward No: 2859	Dt: 8/10/22
MRN No: 12543	Dt: 8/10/22
Received By:	Sign:

(Silver Oak Villas-Part-III)

* Goods once sold will not be taken back.

* No claim will be admitted by us once goods delivered from our premises.

* Interest rate @ 24% will be charged of this bill, if not paid within a week time.

For Kaveri Timber Depot

Purchase Order

 07-10-2022 12:40:35

92557
03.10.22 5:34:55

opy

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			
Kaveri Timber Depot	**Doc No**	92557	184677
Plot No. 2, Sy.no. 52 & 54, Road No.7, IDA Nacharam, Hyderabad - 500076.	**Doc Date**	04-10-2022	
	Quote No	Nil	
GSTIN 36AAFFK7078K1ZT	**Quote Date**	01-10-2022	
9441723939	**SupplyType**	Supply	

Kind Attn : Mr. Laxman Patel

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	617000 - DOOR-Doors - Door frame with threshold -WPC- - 1050Wx2100Hmm - Nos	4.00	4,400.00	0.00	18.00	20,768.00
2	409400 - DOOR-Doors - Door frames with threshold -WPC- - 900Wx2150Hmm - Nos	10.00	3,465.00	0.00	18.00	40,887.00
					Total Order Value . . .	**61,655.00**

Rupees : Sixty One Thousand Six Hundred Fifty Five Only.

Terms and Conditions :-

Specification / Brand	Material is imported WPC(Wood plastic composit) 1000 density Rate Section size for main door is 5"x2.5" internal door is 4"x2.5" Rate per Rft is 200, 165 GST extra.
Payment Terms	50% advance balance after delivery
Tax	GST included in the above prices
Delivery Date	With in 4 days
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	Extra as per actuals
Warranty	Nil
Advance Paid	Rs. 30,827/-, by cheque/RTGS.....
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Damage is in suppliers account, above order is for villa no 146,147,151 and 157 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.'

D'.

For MDs APPROVAL
- ☐ High Value/quantity beyond limits.
- ☑ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification
- ☐ Replenishing SSLLP stock
- ☐ Other

Bill No 123 4/10
I.No - 2859 8/10

W

APPROVED BY
08 OCT 2022
SOHAM MODI
MANAGING DIRECTOR

For *Silver Oak Villas LLP*
Authorised Signatory

Venu 07/10/22

Accepted the above Terms And Conditions
For *Kaveri Timber Depot*

Name : ____________
Name : ____________
Date : __/__/____

Contact - -

Estimate/Draft PO

 04-10-2022 14:20:52 Origin...

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			
Adilabad Timber Mart	**Doc No**	92557	184677
D no-4-81/B,Veera Reddy Colony,Nacharam,Hyderabad-500076	**Doc Date**	04-10-2022	
	Quote No	Nil	
GSTIN 36AADFA0098D1ZU	**Quote Date**	01-10-2022	
9505109395 9505109395	**SupplyType**	Supply	

Kind Attn : Kiran Kumar

Estimate/Draft PO for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	617000 - DOOR-Doors - Door frame with threshold -WPC- - 1050Wx2100Hmm - Nos	4.00	4,400.00	0.00	18.00	20,768.00
2	409400 - DOOR-Doors - Door frames with threshold -WPC- - 900Wx2150Hmm - Nos	10.00	3,465.00	0.00	18.00	40,887.00
					Total Order Value . . .	**61,655.00**

Rupees : Sixty One Thousand Six Hundred Fifty Five Only.

Terms and Conditions :-

Specification / Brand	Material is imported WPC(Wood plastic composit) 1000 density Rate Section size for main door is 5"x2.5" internal door is 4"x2.5" Rate per Rft is 200, 165 GST extra.
Payment Terms	50% advance balance after delivery
Tax	GST included in the above prices
Delivery Date	With in 4 days
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	Extra as per actuals
Warranty	Nil
Advance Paid	Rs. 30,827/-, by cheque/RTGS.....
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Damage is in suppliers account, above order is for villa no 146,147,151 and 157 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 MDs APPROVAL
☐ High Value/quantity beyond limits.
☐ Po/Req. processed-post approval.
☑ Approval for technical details/clarification.
☐ Replenishing SSLLP stock
☐ Other

APPROVED BY
06 OCT 2022
SOHAM MODI
MANAGING DIRECTOR

For *Silver Oak Villas LLP*
Authorised Signatory
04/10/22

Name : ____________

Name : ____________

Accepted the above Terms And Conditions
For *Adilabad Timber Mart*

Date : __/__/____

Contact ..

Requisition Form						
Company Name:	Silver Oak Villas	Date:	01-10-2022			
Site & Phase :	SOV-III	Time:	5:00			
Unit No./Block No.	Villa no.146,147,151, and 157					
Supplier:		Req. No.	184677			
Material required before date:	03-09-2022	ID No.	80277			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	DOOR6170-Doors-Door frame with threshold -WPC--1050Wx2100HMM-Nos	4	0	4		
2	DOOR4094-Doors-Door frames with threshold -WPC--900Wx2150HMM-Nos	10	0	10		
3						
4	92555 92557					
5						
6						
7						
8						
9						
10						
Remarks:	For Villa no.146,147,151, and 157 purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	K.Tulasi Rani					
Approved By:						
Sign & Date:						

APPROVED BY
06 OCT 2022
SOHAM MODI
MANAGING DIRECTOR

APPROVED
04 OCT 2022
P. VENKATESHWARLU
MANAGER PURCHASE

GST NO. 36AAFFK7078K1ZT

Subject to Hyderabad Jurisdiction

CASH / CREDIT MEMO

✆ : 040-27157218

Kaveri Timber Depot

Dealers in : Burma Teak, Indian Teak, African Teak, Salwood, Non-Teak, Moulding & Plywood.

Plot No. 2, ECIL Road, IDA, Nacharam, Hyderabad - 76.

No. 0001 23 ~~523~~

Date : 08.10.2022

M/s. SILVER OAK VILLAS LLP

GST:- 36ADBFS3288A2Z7 [PO:- 92557/1846TT] 4/10/22.

Sl.No.	PARTICULARS	Qty.	C.Ft./C.M.	RATE	AMOUNT Rs.	Ps.
5×2½	617000 - DOOR FRAME WITH THRESHOLD - 1050W × 2100 Hmm -		4Nos @ 4400/-		17,600 =	00
4×2½	409400 - DOOR FRAME WITH THRESHOLD - 900W × 2150 Hmm -		10Nos @ 3,465/-		34,650 =	00
	E. & O.E. "TRUE COPY"		TOTAL		52,250 =	00
			CGST	9 %	4,702 =	50
Party GSTIN No.			SGST	9 %	4,702 =	50
			IGST	%		
Way Bill No. :	HDFC Bank A/c. No. [illegible]		TRANSPORTING		800 =	00
Vehicle No. : TS 08 UE 4962	IFSC Code : HDFC0000081 Branch : Himayathnagar		TOTAL AMOUNT GST		62,455 =	00.

INWARD

Inward No:	Dt: 8/10/22
MRN No:	Dt:
Received By:	Sign:

(Silver Oak Villas-Part-III)

* Goods once sold will not be taken back.
* No claim will be admitted by us once goods delivered from our premises.
* Interest rate @ 24% will be charged of this bill, if not paid within a week time.

For **Kaveri Timber Depot**

KAVERI TIMBER DEPOT
Plot No: 2, Sy.No: 52 and 54,
Road No: 7, IDA Nacharam,
Hyderabad - 500076.