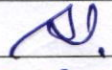


PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 29.09.23		Prepared by V. RAY,		Serial no.	
Supplier name Sri Sai Vishal Enterprises.				HO inward no.	
Firm/Company SOWA		Project -		HO received date	
PO/WO date 15.09.22		PO/WO No. 91964		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	094	23.11.22	13,300.00	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			13,300.00
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.: 113016	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:			13,300.00
Amount E – PO / WO value:			76,000.00
Amount F – Difference (A – E):			62,700.00
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		03.10.23.	
Remarks: find bill & close this P.O			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAY,			
Sign:					
Date		29-09-23			
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.

Form for closure of purchase order

PO no.: 91964	PO date: 15/9/22	Req. no.: 185287	Advice Scan ID
Barcoded PO available ☒ Y/ ☐ N	Invoice original available ☒ Y/ ☐ N	Copy available ☒ Y/ ☐ N	POD available ☒ Y/ ☐ N

Data required from site/engineers:

MRN nos. related to PO 113016

☒ 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: part received. remaining not received

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: K. Tulas Rani Sign: [Signature] Date: 12/9/23

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: Date of payment:

Details of part bill received:

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

Remarks by Accountants: Bill Not Received

Prepared by: [Signature] Sign: [Signature] Date: 14/9/23

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.	094	23.11.22	13,300 - w	113016
2.				
3.				

Remarks: Need MD's approval to get certified true copy.

Prepared by: Ravi Sign: [Signature] Date: 16/09/23.

Advice by MD - action to be taken.

☒ Get certified bill from supplier (not original). ☐ Prepare bill in SSLP 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:

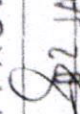
Approved by: Soham

Sign:

Date:



Company/ firm:	MHPL SOV	Requisition nos.:	185287	Total PO quantity:	2000
Project:	SOV-III	PO No(s).	91964	Quantity delivered in earlier period:	350
Block /Flat / Villa no.:	A	Total material delivered	No	Quantity delivered during week:	Nil
Supplier:	Sri sai vishal enterprises	Close PO:	Yes	Balance quantity to be delivered:	No
Sign of security	<i>af</i>	Sign of Admin	<i>af</i>	Sign of Project manager	
Date	02-01-23	Date	02-01-23	Date	

APPROVED BY

 02-01-23
 K. PURUSHOTHAM
 Project Manager (Silver Cat Village Part-III)

Details of solid blocks – delivered in earlier period.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.	20-10-22	03:00	6X8X12	✓ 350	182 ✓	574	113016
				350			

Details of solid blocks – delivered during the week.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.							

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.

Purchase Order

Page(s) 1 Of 1

14-09-2023 12:18:27

Original / Office Copy / Purchase Div.Copy

From Company : **Silver Oak Welfare Association**

G S T No. : .

Supplier Details

Sri Sai Vishal Enterprises
12-13-167, Street no 17, Tarnaka, Medchal, Malkajgiri,
Telangana-500017.

GSTIN 36ACZPL1512H1ZF

9391029193

9391029193

Doc No	91964	185287
Doc Date	15-09-2022	
Quote No	Nil	
Quote Date	15-09-2022	
SupplyType	Supply	

Kind Attn : Akula Lakshmi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 869600 - BUIL-Building Material - Solid Block-- - 150mmX200mmX400mm - Nos	2,000.00	38.00	0.00	0.00	76,000.00
Total Order Value . . .					76,000.00
Rupees : Seventy Six Thousand Only.					

Terms and Conditions :-

Specification /	Items shall be of 25kgs approx.Strength minimum 30kgs/cm2, QC report a must!
Payment Terms	Within 30 days of delivery of all materials & production of bill.
Tax	All taxes included in above price.
Delivery Date	As per request of Project Manager
Delivery Location	Silver Oak Villas I & II
	Phone. .
Penalty For Delay	Bills must be submitted to H.O. within 30days of supply of material. 10% pty on value of order will be deducted for delay in submission of bills.
Transportation	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qty & specs. Breakage in your account. Above order for chemical block 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 deli vary /DC can be sent by email.

For **Silver Oak Welfare Association**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sri Sai Vishal Enterprises**

Name : _____

Name : _____

Date : __/__/__

TAX INVOICE

C : 8367679193

SRI SAI VISHAL ENTERPRISES**FLYASH 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 Silver Oak Welfare
Association.Inv. No. 094 Date : 23.11.22D.C. No. 182 Date : _____P. O. 91964 Date : _____

Payment _____

Party GSTIN _____ 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					
	✓ 6X8X16		350	38	Ni	13,300.00
	8X8X12					
	8X8X16					

Rupees in words Thirteen Thousand -
Three Hundred only

TOTAL 13,300.00

SGST @ % -

CGST @ % -

GRAND TOTAL 13,300.00

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****SRI SAI VISHAL ENTERPRISES**
Street No: 17, Tarnaka, Secunderabad.

Bill Not Received.

Ch. Ramakrishna 6/9/23

Date: 23.11.22

Bill No: 094

SRI SAI VISHAL ENTERPRISES

Modi Housing Pvt Ltd
Chennai

DATE	V.NO	DC.NO	6 X 8 X 16	PO.NO	PO.DATE
20.10.22	0811	182	350 M	91966	
		7074	350 M		