PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	23/5/2020	Prepared by:	K.R.Chalyuler
PO/WO no.	67075	PO / WO Date.	12/5/2020
Supplier Name	SSLLP	PO/WO amount	13,734/-
Firm/Company	SOV LLP	Project	SOV
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11231	18/5/2020	778/-
2.			
3.			
Amount A – Bills total(Excluding Transport &Hamali Charges):			778/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9357	18/5/2020	79229	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount B –Other Credits :	—
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	778/-
Amount E – PO / WO value:	13,734/-
Amount F – Difference (A – E):	12,956/-
Quantity received as per PO /WO	☐ Yes ☐ Excess received ☑ Short received ☐ Other (explained below)
Is difference between PO / Bill acceptable?	☐ Yes ☐ No (explained below)
Excess / short material received	☐ Approved – within acceptable limits ☐ No (explained below)
Close PO / W?O	☑ Yes ☐ No – wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	☐ ~~Yes – Rs. /- ☐ No~~
Payment – due date	25/5/2020
Remarks:	Final bill received

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	✓	[signature]	APPROVED 26 MAY 2020 MINISH PARIKH MANAGER PROCUREMENT		V. Swathi		
Date	23/5/2020	26/5			26/5/2020		

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit.2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wosupto Rs. 5,000/-, Purchase Manager upto 25,000/- and Purchase Director thereafter. 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/-

ORIGINAL INVOICE

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details

Silver Oak Villas LLP

5-4-187/3&4, II nd floor ,MG Road ,sec'bad

GSTIN : 36ADBFS3288A2Z7

Invoice No.	11231
Invoice Date.	18-05-2020
PO No.	67075
PO Date.	12-05-2020
Req ID	56741
Req Date	12-05-2020
Loc Req No	16155

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4628 - Electrical - other - Modular Plate - 2 way - nos BP922	8536	22	30.00	660.00	18	118.80
2							
3							
4							
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6							
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13							
14							
15							

MODI PROPERTIES PVT. LTD. INWARD No. 65479 Date: 19/5/20

IGST	CGST	SGST			
			Total Taxable Amount	660.00	118.80
	59.40	59.40	Total Invoice Amount	778.80	

Rupees : Seven Hundred Seventy Eight and Paise Eighty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 12-05-2020 3:40:37 PM

67075
06.05.20 1:44:19

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			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	67075	16155
	Doc Date	12-05-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	12-05-2020	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4793 - Electrical - other - Modular Switch - 6 A - nos *B0110*	65.00	36.00	0.00	18.00	2,761.20
2	4791 - Electrical - other - Modular socket - 6 A - nos *B1410*	55.00	65.00	0.00	18.00	4,218.50
3	4631 - Electrical - other - Modular Plate - 6way - nos *BP955*	40.00	57.00	0.00	18.00	2,690.40
4	4628 - Electrical - other - Modular Plate - 2 way - nos *BP922*	22 44.00	30.00	0.00	18.00	1,557.60
5	4795 - Electrical - other - Modular Telephone Jack - NA - Nos *B4900*	44.00	46.00	0.00	18.00	2,388.32
6	4585 - Electrical - other - Insulation tape - NA - nos	10.00	10.00	0.00	18.00	118.00
					Total Order Value . . .	**13,734.02**

Rupees : Thirteen Thousand Seven Hundred Thirty Four and Paise Two Only.

Part received
P/r Bill no 11183 Amount Rs 12,955/-
Balance has to be received Rs 779/-
20/5/2020
Final bill received
Bill no 11251 Amount Rs 778/-
23/5/2020

<u>Terms and Conditions :-</u>

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	10 years warranty.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Payment as per actual receipt of material. Above order for HO Renovation purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Silver Oak Villas LLP***
Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions
For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

URGENT

Requisition Form

Company Name:	Silver Oak Villas	Date:	07.05.2020
Site & Phase	Soham mansion (HO)	Time:	02.00 PM
Supplier		Req. No.	16155.
Material required before date:	Urgent	ID No.	56741

67077

No	Description	Size	Quantity	Units	Inward No	Date
1	SWITCHES	5 amps	65	Nos		
2	SOCKETS	5 amps	55	NOS		
3	MODEL PLATES	6-way	40	NOS		
4	LAN SOCKET WITH PLATES	STD	44	NOS		
5	TELEPHONE SOCKETS	STD	44	NOS		
6	CEILING LIGHTS WITH FIXTURES	STD	15	NOS		
7	CEILING FANS	STD	04	NOS		
8	MODEL PLATES 22	2-WAY	44	NOS		
9	INSULATION TAPES	STD	10	NOS		
10						

Remarks : Material required for HO RENOVATION WORKS

Prepared By	T.SURYANARAYANA	Approved by	APPROVED BY 08 MAY 2020 SOHAM MODI MANAGING DIRECTOR
Sign & Date	07.05.2020	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.

9/5/20

Dear Purchase Team,
Please arrange material by Tommorow morning urgently needed material for Head office renovation Works.

T. Suryanarayana
Maintenance Team

DELIVERY CHALLAN

Summit Sales LLP

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Silver Oak Villas LLP	DC No.	9357
5-4-187/3&4, II nd floor ,MG Road ,sec'bad	DC Date.	18-05-2020
	PO No.	67075
	PO Date.	12-05-2020
	Req ID	56741
GSTIN : 36ADBFS3288A2Z7	Req Date	12-05-2020
	Loc Req No	16155

	Description of Goods	HSN/SAC	Qty
1	4628 - Electrical - other - Modular Plate - 2 way - nos	8536	22
2			
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INWARD
Inward No: 16 Dt: 16/05/20
MRN No: 79229 Dt:
Received By: Sammaiah Sign:
Modi Properties

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 38368
Date: 23/5
Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

TRANSIT COPY

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Invoice No.	11231
Invoice Date.	18-05-2020
PO No.	67075
PO Date.	12-05-2020
Req ID	56741
Req Date	12-05-2020
Loc Req No	16155

Customer Details

Silver Oak Villas LLP

5-4-187/3&4, II nd floor ,MG Road ,sec'bad

GSTIN : 36ADBFS3288A2Z7

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IGST	CGST	SGST				
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Rupees : Seven Hundred Seventy Eight and Paise Eighty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction