

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		23/5/2020		Prepared by:		K.R. Chavhan	
PO/WO no.		67075		PO / WO Date.		12/5/2020	
Supplier Name		SSLR		PO/WO amount		13,734/-	
Firm/Company		SOV LLC		Project		SOV	
Sl. No.	Bill No.	Bill Date		Bill amount			
1.	11231	18/5/2020		278/-			
2.							
3.							
Amount A – Bills total(Excluding Transport & Hamali Charges):						278/-	
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:						278/-	
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:							
Date	23/5/2020	26/5	26 MAY 2020		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/Wo upto 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/-

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

1 of 1 : 18-05-2020

Customer Details				Invoice No.		11231	
Silver Oak Villas LLP				Invoice Date.		18-05-2020	
5-4-187/3&4, II nd floor ,MG Road ,sec'bad				PO No.		67075	
				PO Date.		12-05-2020	
				Req ID		56741	
				Req Date		12-05-2020	
				Loc Req No		16155	
GSTIN : 36ADBFS3288A2Z7							
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4628 - Electrical - other - Modular Plate - 2 way - nos	8536	22	30.00	660.00	18	118.80
	RPQ??						
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13							
14							
15							
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

Purchase Order

Page(s) 1 Of 1

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, II nd 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

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	67075	16155
Doc Date	12-05-2020	
Quote No	Nil	
Quote Date	12-05-2020	
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	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.					

Terms and Conditions :-**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

Penalty 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 : ____/____/____

Pall received

Dr Bill no 11183 Amount Rs 12,955/-

Balance has to be received Rs 739/-

Final bill received

20/5/2020

Bill no 11201 Amount Rs 278/-

20/5/2020

Requisition Form

URGENT

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.		56742	

	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 X	STD	44 X	NOS		
5	TELEPHONE SOCKETS ✓	STD	44 ✓	NOS		
6	CEILING LIGHTS WITH FIXTURES X	STD	15 X	NOS		
7	CEILING FANS X	STD	04 X	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	
Sign & Date	07.05.2020	Sign & Date	

APPROVED BY
31 MAY 2020
SOHAM BODI
MANAGING DIRECTOR

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

of. mail
9/5/20

Scanned with CamScanner

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

T. Suryanarayana
Maintenance Team
Scanned with CamScanner

DELIVERY CHALLAN

Summit Sales LLP

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

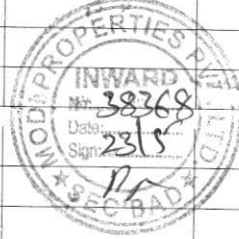
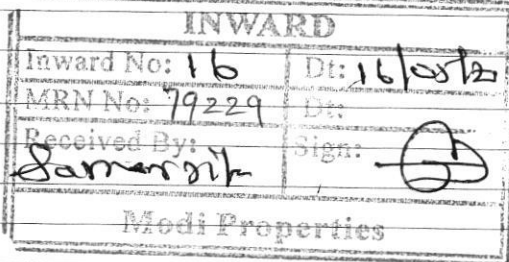
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

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		Req ID	56741
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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