PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	15/5/2020	Prepared by:	K. R. Chagula
PO/WO no.	67012	PO / WO Date.	8/5/2020
Supplier Name	SSLLP	PO/WO amount	1,351/-
Firm/Company	SOV LLP	Project	SOV.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11181	13/5/2020	1,351/-
2.			
3.			
Amount A – Bills total(Excluding Transport &Hamali Charges):			1,351/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9317	13/5/2020	78887	☑ 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:	1,351/-
Amount E – PO / WO value:	1,351/-
Amount F – Difference (A – E):	—

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	18/5/2020
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	[signature] APPROVED MINISH PARIKH MANAGER PROCUREMENT		V. Swathi		
Date	15/5/2020	16/5	16 MAY 2020		20/5/2020		

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/-

TAX INVOICE

Summit Sales LLP

ORIGINAL INVOICE

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UIN: 36ACQFS2044C1Z7

Customer Details	
Silver Oak Villas LLP	
SY no:291,Cherlapally,Hyderabad	
GSTIN : 36ADBFS3288A2Z7	

Invoice No.	11181
Invoice Date.	13-05-2020
PO No.	67012
PO Date.	08-05-2020
Req ID	56665
Req Date	06-05-2020
Loc Req No	155664

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4066 - Consumables - Water bottle - NA - nos		12	42.00	504.00	18	90.72
2	4008 - Consumables - Cleaning Cloth - other - nos	6307	12	16.00	192.00	5	9.60
	Yellow						
3	4040 - Consumables - Mopping Cloth - NA - nos	6307	12	16.00	192.00	5	9.60
4	4098 - Consumables - Dust pan - NA - nos		2	25.00	50.00	18	9.00
5	4041 - Consumables - Mopping stick - NA - nos	9603	2	125.00	250.00	18	45.00
6							
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IGST	CGST	SGST			
			Total Taxable Amount	1,188.00	163.92
	81.96	81.96	Total Invoice Amount	1,351.92	

Rupees : One Thousand Three Hundred Fifty One and Paise Ninty Two Only.

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 25398 Date: 14/5 Sign:

for Summit Sales LLP

D. Sowys

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 08-05-2020 13:39:17

67012
06.05.20 1:44:18

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

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	67012	155664
Doc Date	08-05-2020	
Quote No	Nil	
Quote Date	08-05-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4066 - Consumables - Water bottle - NA - nos	12.00	42.00	0.00	18.00	594.72
2	4008 - Consumables - Cleaning Cloth - other - nos *Yellow*	12.00	16.00	0.00	5.00	201.60
3	4040 - Consumables - Mopping Cloth - NA - nos	12.00	16.00	0.00	5.00	201.60
4	4098 - Consumables - Dust pan - NA - nos	2.00	25.00	0.00	18.00	59.00
5	4041 - Consumables - Mopping stick - NA - nos	2.00	125.00	0.00	18.00	295.00
					Total Order Value	**1,351.92**

Rupees : One Thousand Three Hundred Fifty One and Paise Ninty Two Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Silver Oak Villas Phase - IX Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of india mint Phone. Contact: Security 65908777, 9502288244 Sanjay
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order for site use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : 8/5/20

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP	Date:	05-05-2020
Site & Phase :	Silver Oak Villas	Time:	11.00
Supplier		Req. No.	155664
Material required before date:	07-05-2020	ID No.	56665

No	Description	Size	Quantity	Units	Inward No	Date
1	Water bottles		1	Dozen		
2	Yellow cloth		1	Dozen		
3	Mopping cloth		1	dozen		
4	Mop sticks		2	nos		
5	Dust pan		2	Nos		
6						
7						
8						
9						
10						

PO 67012

Remarks: - For staff and office use purpose

Prepared By	G. Chandra kanth	Approved by	APPROVED BY 05 MAY 2020 SOHAM MODI MANAGING DIRECTOR
Sign.& Date	05-05-2020	Sign. & Date	

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

Company Name:	Silver Oak Villas LLP	Date:	28.03.19
Site & Phase :	Silver Oak Villas	Time:	15.00
Supplier		Req. No.	
Material required before date:		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: -For Site Use Purpose

Prepared By	G chandra kanth	Approved by	
Sign.& Date		Sign. & Date	

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

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	DC No.	9317
Silver Oak Villas LLP	DC Date.	13-05-2020
SY no:291,Cherlapally,Hyderabad	PO No.	67012
	PO Date.	08-05-2020
	Req ID	56665
	Req Date	06-05-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155664

	Description of Goods	HSN/SAC	Qty
1	4066 - Consumables - Water bottle - NA - nos		12
2	4008 - Consumables - Cleaning Cloth - other - nos	6307	12
3	4040 - Consumables - Mopping Cloth - NA - nos	6307	12
4	4098 - Consumables - Dust pan - NA - nos		2
5	4041 - Consumables - Mopping stick - NA - nos	9603	2
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INWARD WITH TIME:
Inward No. 14081 Dt: 13/5/20
MRN No: 78887 Dt: 13/5/20
Received By: Sign:
SILVER OAK VILLAS LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 38207
Date: 14/5
Sign:

for Summit Sales LLP

D. Sowya

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

Customer Details		
Silver Oak Villas LLP	Invoice No.	11181
SY no:291,Cherlapally,Hyderabad	Invoice Date.	13-05-2020
	PO No.	67012
	PO Date.	08-05-2020
	Req ID	56665
	Req Date	06-05-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155664

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4066 - Consumables - Water bottle - NA - nos		12	42.00	504.00	18	90.72
2	4008 - Consumables - Cleaning Cloth - other - nos Yellow	6307	12	16.00	192.00	5	9.60
3	4040 - Consumables - Mopping Cloth - NA - nos	6307	12	16.00	192.00	5	9.60
4	4098 - Consumables - Dust pan - NA - nos		2	25.00	50.00	18	9.00
5	4041 - Consumables - Mopping stick - NA - nos	9603	2	125.00	250.00	18	45.00
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13							
14							
15							

INWARD WITH TIME:
Inward No. 14081 Dt: 13/5/20
MRN No: Dt:
Received By: Sign:
SILVER OAK VILLAS LLP

IGST	CGST	SGST			
			Total Taxable Amount	1,188.00	163.92
	81.96	81.96	Total Invoice Amount	1,351.92	

Rupees : One Thousand Three Hundred Fifty One and Paise Ninty Two Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction