

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/5/2020	Prepared by:	K. R. Chagula				
PO/WO no.	67014	PO / WO Date.	8/5/2020				
Supplier Name	SSLLR	PO/WO amount	1,567/-				
Firm/Company	SOVLLR	Project	SOVLLR				
Sl. No.	Bill No.	Bill Date	Bill amount				
1.	11179	13/5/2020	1,567/-				
2.							
3.							
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,567/-				
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	9315	13/5/2020	78898	☒ 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:			1,567/-				
Amount E – PO / WO value:			1,567/-				
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 ☒ No – Rs. /- ☐ No					
Payment – due date		25/5/2020					
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	18/5/2020	18/5/2020	18/5/2020		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/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

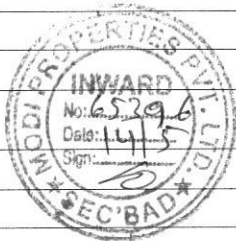
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNIT: 36ACQES2044C177

1 of 1 : 13-05-2020

Customer Details				Invoice No.		11179	
Silver Oak Villas LLP SY no:291,Cherlapally,Hyderabad GSTIN : 36ADBFS3288A2Z7				Invoice Date.		13-05-2020	
				PO No.		67014	
				PO Date.		08-05-2020	
				Reg ID		56657	
				Req Date		05-05-2020	
				Loc Req No		155660	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7573 - Stationery - other - Punch - other - nos		5	42.00	210.00	12	25.20
2	7512 - Stationery - other - CD Marker - NA - nos	9608	10	18.00	180.00	12	21.60
3	7592 - Stationery - other - stamp pad - NA - nos Blue/Red each 1 no	9612	2	42.00	84.00	18	15.12
4	7584 - Stationery - other - Scribbling pads - other -		24	15.00	360.00	12	43.20
5	7539 - Stationery - other - Labels - NA - sheets 2'X10'		2	2.20	4.40	18	0.80
6	7560 - Stationery - other - Pen - NA - nos Black -15 nos Blue -15 nos	9608	30	5.50	165.00	12	19.80
7	7593 - Stationery - other - Stapler - other - nos small-5 Big-2	9608	7	15.00	105.00	18	18.90
8	7594 - Stationery - other - Stapler pin - other - boxes Small-1 Big-1	7415	2	6.00	12.00	18	2.16
9	7585 - Stationery - other - Sharpner - NA - nos	8214	1	3.00	3.00	12	0.36
10	7538 - Stationery - other - L - File Folders - NA - nos		30	8.40	252.00	18	45.36
11							
12							
13							
14							
15							
IGST				CGST		SGST	
Total Taxable Amount				1,375.40		192.50	
				96.25		96.25	
Total Invoice Amount				1,567.89			
Rupees : One Thousand Five Hundred Sixty Seven and Paise Eighty Nine Only.							



for Summit Sales LLP

D. Sowry
Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order



67014

06.05.20 1:44:18

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08-05-2020 13:39:17

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IIInd 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	67014	155660
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 7573 - Stationery - other - Punch - other - nos	5.00	42.00	0.00	12.00	235.20
2 7512 - Stationery - other - CD Marker - NA - nos	10.00	18.00	0.00	12.00	201.60
3 7592 - Stationery - other - stamp pad - NA - nos Blue/Red each 1 no	2.00	42.00	0.00	18.00	99.12
4 7584 - Stationery - other - Scribbling Pads - other - nos	24.00	15.00	0.00	12.00	403.20
5 7539 - Stationery - other - Labels - NA - sheets 2'X10'	2.00	2.20	0.00	18.00	5.19
6 7560 - Stationery - other - Pen - NA - nos Black -15 nos Blue -15 nos	30.00	5.50	0.00	12.00	184.80
7 7593 - Stationery - other - Stapler - other - nos small-5 Big-2	7.00	15.00	0.00	18.00	123.90
8 7594 - Stationery - other - Stapler pin - other - boxes Small-1 Big-1	2.00	6.00	0.00	18.00	14.16
9 7585 - Stationery - other - Sharpner - NA - nos	1.00	3.00	0.00	12.00	3.36
10 7538 - Stationery - other - L - File Folders - NA - nos	30.00	8.40	0.00	18.00	297.36
Total Order Value . . .					1,567.89

Rupees : One Thousand Five Hundred Sixty Seven and Paise Eighty Nine 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 Silver Oak Villas Phase - IX
Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of india mint
Phone. Contact: Security 65908777, 9502288244 Sanjay

For **Silver Oak Villas LLP**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Summit Sales LLP**Name : Date : / /

Purchase Order

Page(s) 2 Of 2

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Original / Office Copy / Purchase Div.Copy

Penalty 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 office Use purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For **Silver Oak Villas LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : __/__/__

Requisition Form

Company Name:		Silver Oak Villas LLP		Date:		04-05-2020	
Site & Phase :		Silver Oak Villas		Time:		13.30	
Supplier				Req. No.		155660	
Material required before date:			urgent		ID No.		56657
No	Description	Size	Quantity	Units	Inward No	Date	
1	Blue Pens		3 ✓	Packets			
2	Black Pens		3 ✓	Packets			
3	Scribbling pads		24 ✓	Nos			
4	Lables	2"x10"	2 ✓	Packets			
5	Self ink Stamp Blue		1 ✓	No			
6	Self ink stamp Red		1 ✓	No			
7	Staplers	small	5 ✓	Nos			
8	Stapler pins	small	1 ✓	box			
9	Hole punch		5 ✓	Nos			
10	Staplers	big	2 ✓	Nos			
11	Stapler pins	big	1 ✓	box			
12	L-Folder (transparent)		3	Packets			
13	Sharpener		1	box			
Remarks: -For MD sir and admin staff and site office purpose							
Prepared By		B.Meenakshi		Approved by			
Sign.& Date		04-05-2020		Sign. & Date		8/5/20	

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

Company Name:		Date:				
Site & Phase :		Time:				
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:						

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

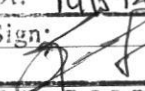
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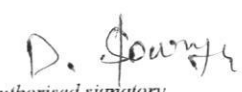
Customer Details		DC No.	9315
Silver Oak Villas LLP		DC Date.	13-05-2020
SY no:291,Cherlapally,Hyderabad		PO No.	67014
		PO Date.	08-05-2020
		Req ID	56657
		Req Date	05-05-2020
GSTIN : 36ADBFS3288A2Z7		Loc Req No	155660

	Description of Goods	HSN/SAC	Qty
1	7573 - Stationery - other - Punch - other - nos		5
2	7512 - Stationery - other - CD Marker - NA - nos	9608	10
2	7512 - Stationery - other - CD Marker - NA - nos	9608	10
3	7592 - Stationery - other - stamp pad - NA - nos	9612	2
4	7584 - Stationery - other - Scribbling Pads - other - nos		24
5	7539 - Stationery - other - Labels - NA - sheets		2
6	7560 - Stationery - other - Pen - NA - nos	9608	30
7	7593 - Stationery - other - Stapler - other - nos	9608	7
8	7594 - Stationery - other - Stapler pin - other - boxes	7415	2
9	7585 - Stationery - other - Sharpner - NA - nos	8214	1
10	7544 - Stationery - other - Marker - NA - nos	9608	0
11	7538 - Stationery - other - L - File Folders - NA - nos		30
12			
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INWARD
 38227
 16/5
 11/20

INWARD WITH TIME
 Inward No: 14084 Dt: 13/5/20
 MRN No: 76898 Dt: 14/5/20
 Received By: Sign: 
 SILVER OAK VILLAS LLP

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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 13-05-2020

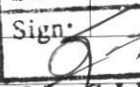
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Customer Details				Invoice No.	11179		
Silver Oak Villas LLP SY no:291,Cherlapally,Hyderabad GSTIN : 36ADBFS3288A2Z7				Invoice Date.	13-05-2020		
				PO No.	67014		
				PO Date.	08-05-2020		
				Req ID	56657		
				Req Date	05-05-2020		
				Loc Req No	155660		
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7573 - Stationery - other - Punch - other - nos		5	42.00	210.00	12	25.20
2	7512 - Stationery - other - CD Marker - NA - nos	9608	10	18.00	180.00	12	21.60
3	7592 - Stationery - other - stamp pad - NA - nos Blue/Red each 1 no	9612	2	42.00	84.00	18	15.12
4	7584 - Stationery - other - Scribbling Pads - other -		24	15.00	360.00	12	43.20
5	7539 - Stationery - other - Labels - NA - sheets 2'X10'		2	2.20	4.40	18	0.80
6	7560 - Stationery - other - Pen - NA - nos Black -15 nos Blue -15 nos	9608	30	5.50	165.00	12	19.80
7	7593 - Stationery - other - Stapler - other - nos small-5 Big-2	9608	7	15.00	105.00	18	18.90
8	7594 - Stationery - other - Stapler pin - other - boxes Small-1 Big-1	7415	2	6.00	12.00	18	2.16
9	7585 - Stationery - other - Sharpner - NA - nos	8214	1	3.00	3.00	12	0.36
10	7538 - Stationery - other - L - File Folders - NA - nos		30	8.40	252.00	18	45.36
11							
12							
13							
14							
15							
				Total Taxable Amount		1,375.40	192.50
				Total Invoice Amount		1,567.89	
						96.25	96.25

INWARD WITH LTR

Inward No. 14084 | Dt: 13/5/20

MRN No: | Dt:

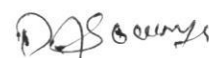
Received By: | Sign: 

SILVER OAK VILLAS LLP

Rupees : One Thousand Five Hundred Sixty Seven and Paise Eighty Nine Only.

Rupees : One Thousand Five Hundred Sixty Seven and Paise Eighty Nine Only.

for Summit Sales LLP



Authorised signatory

Subject to Hyderabad Jurisdiction