(9)

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	1/6/2020	Prepared by:	K. R. Chaguler
PO/WO no.	67324	PO / WO Date.	19/5/2020
Supplier Name	SSLLQ	PO/WO amount	2,039/-
Firm/Company	SOV LLQ	Project	SOV
Sl. No.	Bill No.	Bill Date	Bill amount
1	11422	29/5/2020	2,039/-
2			
3			
Amount A – Bills total(Excluding Transport &Hamali Charges):			2,039/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1	9524	29/5/2020	79409	☑ 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:	2,039/-
Amount E – PO / WO value:	2,039/-
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 / WO	☑ Yes ☐ No – wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	~~☐ Yes – Rs.______/- ☐ No~~
Payment – due date	8/6/2020

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign	✓	[signature]	APPROVED 02 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	1/6/2020	2/6					

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

ORIGINAL 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	Invoice No.	11422
SY NO 291,CHERLAPALLLY ,HYD	Invoice Date.	29-05-2020
	PO No.	67324
	PO Date.	19-05-2020
	Req ID	57001
	Req Date	20-05-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155723

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4022 - Consumables - Dettol - NA - nos	3401	4	65.00	260.00	18	46.80
	hand wash						
2	4001 - Consumables - Air Freshner - NA - nos	3307	4	82.00	328.00	18	59.04
3	4001 - Consumables - Air Freshner - NA - nos	3307	10	40.00	400.00	18	72.00
	odonil						
4	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	4	78.00	312.00	5	15.60
5	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	4	73.00	292.00	18	52.56
6	4040 - Consumables - Mopping Cloth - NA - nos	6307	12	16.00	192.00	5	9.60
7							
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15							

IGST	CGST	SGST				
			Total Taxable Amount	1,784.00		255.60
	127.80	127.80	Total Invoice Amount	2,039.60		

Rupees : Two Thousand Thirty Nine and Paise Sixty Only.

for Summit Sales LLP

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 65858 Date 30/5/20 Sign.

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 21-05-2020 11:49:44

67324
15.05.20 11:59:03

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	**Doc No**	67324	155723
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	19-05-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	19-05-2020	
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	4022 - Consumables - Dettol - NA - nos *hand wash*	4.00	65.00	0.00	18.00	306.80
2	4001 - Consumables - Air Freshner - NA - nos	4.00	82.00	0.00	18.00	387.04
3	4001 - Consumables - Air Freshner - NA - nos *odonil*	10.00	40.00	0.00	18.00	472.00
4	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	4.00	78.00	0.00	5.00	327.60
5	4035 - Consumables - Harpic - Cleaner - 500ml - nos	4.00	73.00	0.00	18.00	344.56
6	4040 - Consumables - Mopping Cloth - NA - nos	12.00	16.00	0.00	5.00	201.60
				Total Order Value . . .		**2,039.60**

Rupees : Two Thousand Thirty Nine and Paise Sixty 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 office use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

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

Name : ____________

Name : ____________

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

Date : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP	Date:	20-05-2020
Site & Phase :	Silver Oak Villas	Time:	13.30
Supplier		Req. No.	155723
Material required before date:	25-05-2020	ID No.	57001

No	Description	Size	Quantity	Units	Inward No	Date
1	Hand wash		04	nos		
2	Air freshner		04	nos		
	Odonil		10	nos		
4	Lizol		04	nos		
5	Harpic		04	nos		
6	Moping cloth		12	nos		
7						
8						
9						

57324

Remarks: -For site use purpose

Prepared By	B.Meenakshi	Approved by	
Sign.& Date	20-05-2020	Sign. & Date	

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						
4						
5						
6						
7						
8						
9						
10						

Remarks:

Prepared By		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		
Silver Oak Villas LLP	DC No.	9524
SY NO 291,CHERLAPALLLY ,HYD	DC Date.	29-05-2020
	PO No.	67324
	PO Date.	19-05-2020
	Req ID	57001
	Req Date	20-05-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155723

	Description of Goods	HSN/SAC	Qty
1	4022 - Consumables - Dettol - NA - nos	3401	4
2	4001 - Consumables - Air Freshner - NA - nos	3307	4
3	4001 - Consumables - Air Freshner - NA - nos	3307	10
4	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	4
5	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	4
6	4040 - Consumables - Mopping Cloth - NA - nos	6307	12
7			
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INWARD WITH TIME:
Inward No. 11198 Dt: 29/5/20
MRN No: 79409 Dt: 30/5/20
Received By: Sign:
SILVER OAK VILLAS LLP

MODI PROPERTIES PVT. LTD. INWARD 38600 1/6

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

Summit Sales LLP

TRANSIT COPY

#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	Invoice No.	11422
Silver Oak Villas LLP	Invoice Date.	29-05-2020
SY NO 291,CHERLAPALLLY ,HYD	PO No.	67324
	PO Date.	19-05-2020
	Req ID	57001
	Req Date	20-05-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155723

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6	4040 - Consumables - Mopping Cloth - NA - nos	6307	12	16.00	192.00	5	9.60
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14							
15							

FORWARD WITH TIME:
Inward No. 14198 Dt: 29/5/20
MRN No: Dt:
Received By: Sign:
SILVER OAK VILLAS LLP

IGST	CGST	SGST	Total Taxable Amount	1,784.00	255.60
	127.80	127.80	Total Invoice Amount	2,039.60	

Rupees : Two Thousand Thirty Nine and Paise Sixty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction