

(10)

PURCHASE DIVISION
Advice for approval for credit to supplier

PO/WO no	1/6/2020	Prepared by:	K. R. Chakraborty
Supplier Name	67548	PO / WO Date.	28/5/2020
Firm/Company	SSLLR	PO/WO amount	162/-
S. No.	SOVLLR	Project	SOV
Bill No.		Bill Date	Bill amount
	11423	29/5/2020	162/-
Amount A - Bills total(Excluding Transport & Hamali Charges):			162/-
S. No.	DC No	DC. Date	MRN No.
	9525	29/5/2020	79410
			DC matches MRN
			☒ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
Amount B - Other Credits :			
Amount C - Other Debits :			
Amount D (D=A+B-C) - Amount to be credited to the supplier:			162/-
Amount E - PO / WO value:			162/-
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	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts - receiver of bill	Accountant	Accounts Manager
Sign							
Date	11/6/2020	2/6	02 JUN 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 : 29-05-2020

Customer Details				Invoice No.		11423			
Silver Oak Villas LLP SY NO 291,CHERLAPALLLY ,HYD GSTIN : 36ADBFS3288A2Z7				Invoice Date.		29-05-2020			
				PO No.		67548			
				PO Date.		28-05-2020			
				Req ID		57199			
				Req Date		27-05-2020			
				Loc Req No		155747			
	Description of Goods			HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7553 - Stationery - other - Notice Board Pins - NA -				3	16.00	48.00	18	8.64
2	7505 - Stationery - other - Binder Clips - other - 15mm			8305	5	18.00	90.00	18	16.20
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
IGST		CGST		SGST		Total Taxable Amount		138.00	24.84
		12.42		12.42		Total Invoice Amount		162.84	
Rupees : One Hundred Sixty Two and Paise Eighty Four Only.									

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

28-05-2020 14:23:55



67548

23.05.20 2:03:43

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	67548	155747
Doc Date	28-05-2020	
Quote No	Nil	
Quote Date	28-05-2020	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7553 - Stationery - other - Notice Board Pins - NA - pkts	3.00	16.00	0.00	18.00	56.64
2 7505 - Stationery - other - Binder Clips - other - boxes 15mm	5.00	18.00	0.00	18.00	106.20
Total Order Value . . .					162.84

Rupees : One Hundred Sixty Two and Paise Eighty Four Only.

Terms and Conditions :-

Specification / 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

Penalty For Delay Nil

Transportation 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 sales use purpose.

Completion Date NA

Measurment NA

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		Date:		26-05-2020	
Site & Phase :		Silver Oak Villas		Time:		09.00	
Supplier				Req. No.		155747	
Material required before date:			urgent		ID No.		57199

No	Description	Size	Quantity	Units	Inward No	Date
1	CRM Books		02	Nos		
2	Notice board pins		03	boxes		
3	Binding clips	small	05	Boxes		
4						
5						
6						
7						
8						
9						

Remarks: -For sales team purpose

Prepared By		G. Mona		Approved by			
Sign.& Date		26-05-2020		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:		21.02.2020	
Site & Phase :		Silver Oak Villas		Time:		12.00	
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						

Remarks: -For Level markings and plastering purpose

Prepared By		G.Mona		Approved by			
Sign.& Date		21.02.2020		Sign. & Date			

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

Summit Sales LLP

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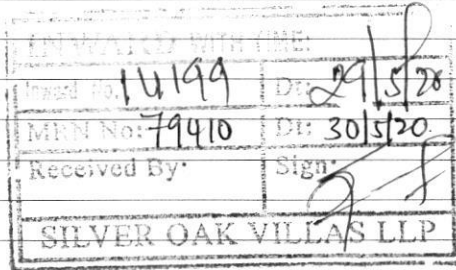
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 29-05-2020

Customer Details		DC No.	9525
Silver Oak Villas LLP		DC Date.	29-05-2020
SY NO 291,CHERLAPALLLY ,HYD		PO No.	67548
		PO Date.	28-05-2020
		Req ID	57199
		Req Date	27-05-2020
GSTIN : 36ADBFS3288A2Z7		Loc Req No	155747
	Description of Goods	HSN/SAC	Qty
1	7553 - Stationery - other - Notice Board Pins - NA - pkts		3
2	7505 - Stationery - other - Binder Clips - other - boxes	8305	5
3			
4			
5			
6			
7			
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Summit Sales LLP

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3							
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