

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		6/6/20		Prepared by:		Sowmya	
PO/WO no.		67351		PO / WO Date.		21/5/20	
Supplier Name		Sslp.		PO/WO amount		84,479.10	
Firm/Company		Sov lp.		Project		Sov lp	
Sl. No.	Bill No.	Bill Date		Bill amount			
1.	11537	4/6/20		24,479.10			
2.							
3.							
Amount A – Bills total(Excluding Transport & Hamali Charges):						24,479.10	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	9631	4/6/20	7956	☒ 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:						24,479.10	
Amount E – PO / WO value:						24,479.10	
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			8/6/20				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	<i>Sowmya</i>	<i>P. S.</i>	<i>MINISH PARIKH</i>				
Date	6/6/20	12/6	12/6				

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/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 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/- 7. MD to approve all bills above 1,00,000/-

Summit Sales LLP

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

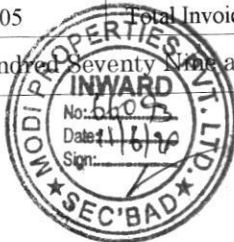
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 04-06-2020

Customer Details				Invoice No.		11537	
Silver Oak Villas LLP Sy No. 291, Phase IX, Cherlapally, Hyderabad GSTIN : 36ADBFS3288A2Z7				Invoice Date.		04-06-2020	
				PO No.		67351	
				PO Date.		21-05-2020	
				Req ID		56972	
				Req Date		19-05-2020	
				Loc Req No		155703	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	5003 - Equipment - consumable durable - Laptop - Dell	84713010	1	20745.00	20,745.00	18	3,734.10
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
Total Taxable Amount				20,745.00		3,734.10	
Total Invoice Amount				24,479.10			
Rupees : Twenty Four Thousand Four Hundred Seventy Nine and Paise Ten Only.							



for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

Page(s) 1 Of 1

21-05-2020 14:55:40

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IIInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7



67351

15.05.20 11:59:03

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	67351	155703
Doc Date	21-05-2020	
Quote No	Nil	
Quote Date	21-05-2020	
SupplyType	Supply	

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 5003 - Equipment - consumable durable - Laptop - NA - nos Dell	1.00	20,745.00	0.00	18.00	24,479.10
Total Order Value . . .					24,479.10

Rupees : Twenty Four Thousand Four Hundred Seventy Nine and Paise Ten Only.

Terms and Conditions :-**Specification / Brand** All items shall be of Lenova brand**Payment Terms** After Delivery & Production of bill**Tax** Included in above prices.**Delivery Date** Within 7 days**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 Cost** Included by us.**Warranty** 1 year company warranty**Advance Paid** Nil**Other Terms** We reserve the rights to reject items not confirming to quality and specifications. Above order for sanjay use purpose**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks** nilFor **Silver Oak Villas LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name :

Name :

Date : _/ _/ _

MEMO

DATE & FROM:	TO & REMARKS.
20/5/20	These laptop
Sunil	case case
	The laptop has to be issued from existing stock available and billed to silver oak villa, from SCUP
	The purchase rate of Lenovo Laptop is Rs 19,500/-
	Sf
	K. Sunil Kumar
	W
	APPROVED BY 20 MAY 2020 SOUTH M. P. S. J. MANAGING DIRECTOR

Requisition Form

Company Name:		Silver Oak Villas LLP		Date:		14-05-2020	
Site & Phase :		SOV		Time:		10.30	
Supplier				Req. No.		155703	
Material required before date:		30.05.20		ID No.		56972	

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

Remarks: - For sov admin audit use purpose (sanjay) *Sanjay existing laptop is having problem like*

Prepared By	B.Meenakshi	Approved by	
Sign. & Date	14-05-2020	Sign. & Date	

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

keyboard, base, highset. sf.

Company Name:				Date:			
Site & Phase :				Time:			
Supplier							
Material required before date:		Urgent		ID No.			

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

Remarks: -

Prepared By	K.Purshotham	Approved by	
Sign. & Date		Sign. & Date	

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

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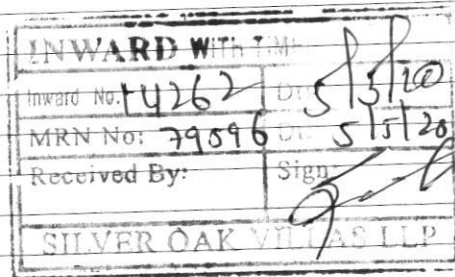
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 04-06-2020

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Silver Oak Villas LLP		DC Date.	04-06-2020
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		PO Date.	21-05-2020
		Req ID	56972
		Req Date	19-05-2020
GSTIN : 36ADBFS3288A2Z7		Loc Req No	155703
Description of Goods		HSN/SAC	Qty
1	5003 - Equipment - consumable durable - Laptop - NA - nos	84713010	1
2			
3			
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Summit Sales LLP TRANSIT COPY

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Supplier / Customer / Transporter - Copy

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