PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 4/6/20 | Prepared by: | Sowmya. |
| PO/WO no. | 67609 | PO / WO Date. | 30/5/20 |
| Supplier Name | SSllp. | PO/WO amount | 594.72 |
| Firm/Company | Sovllp | Project | Sovllp. |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1. | 11502 | 2/6/20 | 594.72 |
| 2. | | | |
| 3. | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 594.72 |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | 9596 | 2/6/20 | 79520 | ☑ 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: | 594.72 |
| Amount E – PO / WO value: | 594.72 |
| 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 | 6/6/20 |

Remarks:_

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | Sowmya | [signature] | [signature] APPROVED 12 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT | | | | |
| Date | 4/6/20. | 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/-

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**



| **Customer Details** | | |
|---|---|---|
| Silver Oak Villas LLP | Invoice No. | 11502 |
| SY NO 291,CHERLAPALLLY ,HYD | Invoice Date. | 02-06-2020 |
| | PO No. | 67609 |
| | PO Date. | 30-05-2020 |
| | Req ID | 57272 |
| | Req Date | 29-05-2020 |
| GSTIN : 36ADBFS3288A2Z7 | Loc Req No | 155753 |

| | 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 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
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| 11 | | | | | | | |
| 12 | | | | | | | |
| 13 | | | | | | | |
| 14 | | | | | | | |
| 15 | | | | | | | |

| IGST | CGST | SGST | Total Taxable Amount | 504.00 | | 90.72 |
|---|---|---|---|---|---|---|
| | 45.36 | 45.36 | Total Invoice Amount | 594.72 | | |

Rupees : Five Hundred Ninty Four and Paise Seventy Two Only.

**for Summit Sales LLP**

*Authorised signatory*

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. INWARD No: 66058 Date: 4/6/20 Sign: SEC'BAD

# Purchase Order

 30-05-2020 14:00:55

67609
03.06.20 12:48:11

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** | 67609 | 155753 |
| 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad | **Doc Date** | 30-05-2020 | |
| | **Quote No** | Nil | |
| **GSTIN** 36ACQFS2044C1Z7 | **Quote Date** | 30-05-2020 | |
| 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 | 4066 - Consumables - Water bottle - NA - nos | 12.00 | 42.00 | 0.00 | 18.00 | 594.72 |
| | | | | | **Total Order Value . . .** | **594.72** |

Rupees : Five Hundred Ninty Four and Paise Seventy 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<br>Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of india mint<br>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 : 01/06/2020

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________

Date : __/__/____

Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | Silver Oak Villas LLP | Date: | 29-05-2020 |
| Site & Phase : | SOV | Time: | 10.00 |
| Supplier | | Req. No. | 155753 |
| Material required before date: | urgent | ID No. | 57272 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Water Bottles | | 12 | Nos | 57272 | |
| 2 | PO 67609 | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks: - For office staff purpose

APPROVED
01 JUN 2020
MINISH PARIKH
MANAGER PROCUREMENT

| | | | |
|---|---|---|---|
| Prepared By | G.Mona | Approved by | |
| Sign.& Date | 29-05-2020 | 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 | | | |
| Material required before date: | Urgent | ID No. | |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | | | | | | |
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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.

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. | 9596 |
| Silver Oak Villas LLP | DC Date. | 02-06-2020 |
| SY NO 291,CHERLAPALLLY ,HYD | PO No. | 67609 |
| | PO Date. | 30-05-2020 |
| | Req ID | 57272 |
| | Req Date | 29-05-2020 |
| GSTIN : 36ADBFS3288A2Z7 | Loc Req No | 155753 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 4066 - Consumables - Water bottle - NA - nos | | 12 |
| 2 | | | |
| 3 | | | |
| 4 | | | |
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| 30 | | | |

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 38633 Date: 4/6

INWARD Inward No. 14230 Dt: 2/6/20
MRN No: 79520 Dt: 3/6/20.
Received By: Sign:
SILVER OAK VILLAS LLP

**for Summit Sales LLP**

*Authorised signatory*

Subject to Hyderabad Jurisdiction

TAX INVOICE

TRANSIT COPY

# 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. | 11502 |
| SY NO 291,CHERLAPALLLY ,HYD | Invoice Date. | 02-06-2020 |
| | PO No. | 67609 |
| | PO Date. | 30-05-2020 |
| | Req ID | 57272 |
| | Req Date | 29-05-2020 |
| GSTIN : 36ADBFS3288A2Z7 | Loc Req No | 155753 |

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| 15 | | | | | | | |

INWARD WITH TIME:
Inward No. 14230 Dt: 2/6/20
MRN No: Dt:
Received By: Sign:
SILVER OAK VILLAS LLP

| IGST | CGST | SGST | Total Taxable Amount | 504.00 | | 90.72 |
|---|---|---|---|---|---|---|
| | 45.36 | 45.36 | Total Invoice Amount | 594.72 | | |

Rupees : Five Hundred Ninty Four and Paise Seventy Two Only.

**for Summit Sales LLP**

*Authorised signatory*

Subject to Hyderabad Jurisdiction