

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		6/6/20		Prepared by:		Bhowmya	
PO/WO no.		67625		PO / WO Date.		30/5/20	
Supplier Name		SSLP.		PO/WO amount		3,337.95	
Firm/Company		Borlp		Project		Borlp	
Sl. No.	Bill No.	11544		Bill Date	5/6/20		Bill amount
1.							246.75
2.							
3.							
Amount A – Bills total(Excluding Transport & Hamali Charges):							246.75
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	9638	5/6/20.	79597	☐ 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:							246.75
Amount E – PO / WO value:							3,337.95
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:	Bhowmya						
Date	6/6/20	12/6/20					

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 : 05-06-2020

Customer Details				Invoice No.		11544	
Silver Oak Villas LLP Sy No. 291, Phase IX, Cherla[pally, Hyderabad GSTIN : 36ADBFS3288A2Z7				Invoice Date.		05-06-2020	
				PO No.		67625	
				PO Date.		30-05-2020	
				Req ID		57287	
				Req Date		30-05-2020	
				Loc Req No		155746	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos Blue-20 black-15	9608	35	5.50	192.50	12	23.10
2	7539 - Stationery - other - Labels - NA - sheets full sheet		12	2.20	26.40	18	4.76
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST		CGST	SGST	Total Taxable Amount		218.90	27.86
		13.93	13.93	Total Invoice Amount		246.75	
Rupees : Two Hundred Fourty Six and Paise Seventy Five Only							



for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

Page 1 of 1

30-05-2020 16:13:38

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



67625

03.06.20 12:48:11

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	67625	155746
Doc Date	30-05-2020	
Quote No	Nil	
Quote Date	30-05-2020	
SupplyType	Supply	

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7555 - Stationery - other - Paper - A4 - bundles	12.00	230.00	0.00	12.00	3,091.20
2 7560 - Stationery - other - Pen - NA - nos Blue-20 black-15	35.00	5.50	0.00	12.00	215.60
3 7539 - Stationery - other - Labels - NA - sheets full sheet	12.00	2.20	0.00	18.00	31.15
Total Order Value . . .					3,337.95

Rupees : Three Thousand Three Hundred Thirty Seven and Paise Ninty Five Only.

Terms and Conditions :-

Specification / 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

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 site use purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

① Part Bill No. 246.25
Bill receivable
2/6
Inv no. 115114

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:		26-05-2020	
Site & Phase :		Silver Oak Villas		Time:		12.00	
Supplier				Req. No.		155746	
Material required before date:		30-05-2020		ID No.		57287	

No	Description	Size	Quantity	Units	Inward No	Date
1	Blue pens		05	packets		
2	A4 Paper bundles		12	bundles		
3	Black pens		03	packets		
4	Labels full sheet		12	nos		
5	Key Labels					
6						
7						
8						
10						
11						

Remarks: -

Prepared By	G. Chandra kanth	Approved by	
Sign.& Date	26-05-2020	Sign. & Date	

APPROVED

01 JUN 2020

MINISH PARIKH
MANAGER PROCUREMENT

Requisition Form

Company Name:		Silver Oak Villas LLP		Date:		25.09.19	
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						
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.

Summit Sales LLP

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

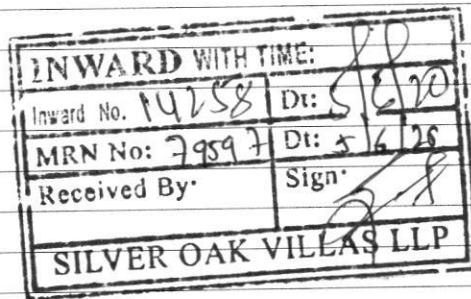
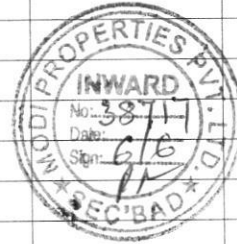
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 05-06-2020

Customer Details		DC No.	9638
Silver Oak Villas LLP		DC Date.	05-06-2020
Sy No. 291, Phase IX, Cherlaipally, Hyderabad		PO No.	67625
		PO Date.	30-05-2020
		Req ID	57287
		Req Date	30-05-2020
GSTIN : 36ADBFS3288A2Z7		Loc Req No	155746
Description of Goods		HSN/SAC	Qty
1	7560 - Stationery - other - Pen - NA - nos	9608	35
2	7539 - Stationery - other - Labels - NA - sheets		12
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			



for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

Summit Sales LLP

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

Email: purchase@modiproperties.com

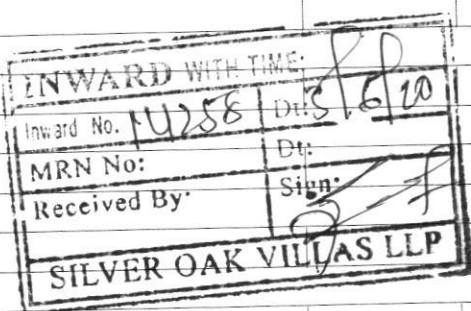
Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 05-06-2020

Customer Details				Invoice No.	11544		
Silver Oak Villas LLP				Invoice Date.	05-06-2020		
Sy No. 291, Phase IX, Cherlaipally, Hyderabad				PO No.	67625		
GSTIN : 36ADBFS3288A2Z7				PO Date.	30-05-2020		
				Req ID	57287		
				Req Date	30-05-2020		
				Loc Req No	155746		
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos	9608	35	5.50	192.50	12	23.10
	Blue-20 black-15						
2	7539 - Stationery - other - Labels - NA - sheets		12	2.20	26.40	18	4.76
	full sheet						
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST	CGST	SGST	Total Taxable Amount		218.90		27.86
	13.93	13.93	Total Invoice Amount		246.75		

Rupees : Two Hundred Fourty Six and Paise Seventy Five Only.



for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction