PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 17/06/2020 | Prepared by: | Minish |
| PO/WO no. | 67455 . | PO / WO Date. | 23/05/2020 |
| Supplier Name | Ganji Venkannah & Sons | PO/WO amount | 870/- |
| Firm/Company | SOVLLP | Project | Sov Phase - IX |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1. | 263 . | 04/06/2020 . | 870/- |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 870/- |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1 | | | 79665 | ☑ Yes □ No |
| 2 | | | | □ Yes □ No |
| 3 | | | | □ Yes □ No |

| | |
|---|---|
| Amount B – Other Credits : | — |
| Amount C – Other Debits : | — |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | 870/- |
| Amount E – PO / WO value: | 870/- |
| Amount F – Difference (A – E): | — |

| | |
|---|---|
| Quantity received as per PO /WO | ☑ Yes □ Excess received □ Short received □ Other (ex |
| Is difference between PO / Bill acceptable? | ☑ Yes □ No (explained below) |
| Excess / short material received | ☑ Approved – within acceptable limits □ No (explained |
| Close PO / WO | ☑ Yes □ No – wait for balance material □ No (explaine |
| Advance paid / PDC given (deduct when paying) | □ Yes – Rs. ___/- ☑ No |
| Payment – due date | 21/06/2020. |

Remarks:

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant |
|---|---|---|---|---|---|---|
| Sign: | [signature] | APPROVED 17 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT [signature] | | | | |
| Date: | 17/6 | | | | | |

Notes: 1. In case amount ... supplier and the bills total does not match prepare JV for debit or credi... additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided wi... attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Ma... 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 Amo... transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill va... 10,000/- 7. MD to approve all bills above 1,00,000/-

# TAX INVOICE

*(ORIGINAL FOR RECIPIENT)*

**GANJI VENKANNAH &SONS 2019-20**
5-5-97,GANJI CHAMBERS,RANIGUNJ,
SECUNDERABAD -500 003 (T.S)
GSTN/SAC : 36AABFG9288K1ZT
GSTIN/UIN: 36AABFG9288K1ZT
State Name : Telangana, Code : 36
Contact : 040-27710339,9848036757
E-Mail : ganji_venkannah@yahoo.co.in

| | |
|---|---|
| Invoice No.<br>**253** | Dated<br>**4-Jun-2020** |
| Delivery Note<br>**CREDIT** | Mode/Terms of Payment<br>**CREDIT** |
| Supplier's Ref. | Other Reference(s) |
| Buyer's Order No.<br>**67455/155716** | Dated<br>**4-Jun-2020** |
| Despatch Document No. | Delivery Note Date<br>**4-Jun-2020** |
| Despatched through<br>**TO PERSON** | Destination |
| Terms of Delivery | |

Consignee
**SILVER OAK VILLAS L L P**
BEGUMPET HYDERABAD
9030909892
GSTIN/UIN : 36ADBFS3288A2Z7
State Name : Telangana, Code : 36

Buyer (if other than consignee)
**SILVER OAK VILLAS L L P**
BEGUMPET HYDERABAD
9030909892
GSTIN/UIN : 36ADBFS3288A2Z7
State Name : Telangana, Code : 36

| Sl No. | Description of Goods | HSN/SAC | Quantity | Rate | per | Disc. % | Amount |
|---|---|---|---|---|---|---|---|
| 1 | **3"BRUSH** | 9603 | **2 Nos** | 50.80 | Nos | | **101.60** |
| 2 | **PAINT THINNER 5LTR** | 3805 | **2 Nos** | 317.80 | Nos | | **635.60** |
| | | | | | | | 737.20 |
| | ***CGST*** | | | | | | **66.34** |
| | ***SGST*** | | | | | | **66.34** |
| | ***Round Off*** | | | | | | **0.12** |
| | Total | | **4 Nos** | | | | **₹ 870.00** |

*E. & O.E*

INWARD WITH TIME:
Inward No. 14269 Dt: 5/6/20
MRN No: 79665 Dt: 8/6/20
Received By: Sign:
SILVER OAK VILLAS LLP

MODI PROPERTIES PVT
INWARD
No. 66275
Date 17/6/20

Amount Chargeable (in words)
**INR Eight Hundred Seventy Only**

| HSN/SAC | Taxable Value | Central Tax | | State Tax | | Total Tax Amount |
|---|---|---|---|---|---|---|
| | | Rate | Amount | Rate | Amount | |
| 9603 | 101.60 | 9% | 9.14 | 9% | 9.14 | 18.28 |
| 3805 | 635.60 | 9% | 57.20 | 9% | 57.20 | 114.40 |
| **Total** | **737.20** | | **66.34** | | **66.34** | **132.68** |

Tax Amount (in words) : **INR One Hundred Thirty Two and Sixty Eight paise Only**

Company's Bank Details
Bank Name : **City Union Bank 38495**
A/c No. : **076109000038495**
Branch & IFS Code : **M G Road Secunderabad & CIUB0000076**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

**for GANJI VENKANNAH &SONS 2019-20**

Authorised Signatory

This is a Computer Generated Invoice

23-05-2020 16:38:35

# Purchase Order

67455
23.05.20 2:01:09

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**

Ganji Venkannah & sons (Asian Paints)
#5-5-97/2, Ganji chambers, Ranigunj,Secunderabad-500003 A.P.India.

**GSTIN** 36AABFG9288K1ZT
27710339,27719935,277807357
040-40146505

| | | |
|---|---|---|
| **Doc No** | 67455 | 155716 |
| **Doc Date** | 23-05-2020 | |
| **Quote No** | Nil | |
| **Quote Date** | 23-05-2020 | |
| **SupplyType** | Supply | |

**Kind Attn : Mr.Ganji Ashok**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 6521 - Paints - Brushes - 3 In - nos | 2.00 | 50.80 | 0.00 | 18.00 | 119.89 |
| 2 | 6596 - Paints - Turpentine Oil - NA - ltrs<br>*5ltrs* | 2.00 | 317.79 | 0.00 | 18.00 | 749.98 |
| | Rupees : Eight Hundred Sixty Nine and Paise Eighty Seven Only. | | **Total Order Value . . .** | | | **869.87** |

## Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | All items shall be of 1st quality. |
| **Payment Terms** | After Delivery & Production of bill |
| **Tax** | All taxes included in above price. |
| **Delivery Date** | next day fo PO |
| **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** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | |

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : 26/05/2020

Accepted the above Terms And Conditions

For ***Ganji Venkannah & sons (Asian Paints)***

Name : ______________

Date : __/__/____

## Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | Silver Oak Villas LLP | Date: | 21.09.19 |
| Site & Phase : | Silver Oak Villas | Time: | 17.00 |
| Supplier | | Req. No. | 155716 |
| Material required before date: | Urgent | ID No. | 57016 |

| No | Description | Size | Quantity | Units | Inward No |
|---|---|---|---|---|---|
| 1 | Black Enamel paint | 4lit | 3 | Nos | |
| 2 | White Enamel paint | 4lit | 3 | Nos | |
| 3 | Terpent oil 67368 | 5lit | 2 | Nos -375 | |
| 4 | Brush 67455 | 3" | 2 | Nos -60 | |
| 5 | | | | | |
| 6 | | | | | |
| 7 | | | | | |
| 8 | | | | | |
| 9 | | | | | |
| 10 | | | | | |

Remarks: -For site Curb stone Purpose

**Note:- Bill Should be in Favour of Contractor Name :- Baijnath**

| | | | |
|---|---|---|---|
| Prepared By | G. Chandra kanth | Approved by | APPROVED 26 ... 2020 MINISH PARIKH MANAGER PROCUREMENT |
| Sign.& Date | | 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 | Da |
|---|---|---|---|---|---|---|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks: -89 to 95 road purpose

| | | | |
|---|---|---|---|
| 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.