PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	11/6/20.	Prepared by:	Sowmya.
PO/WO no.	676/3	PO / WO Date.	30/5/20
Supplier Name	SS/Lp.	PO/WO amount	5,078.90.
Firm/Company	SSov/Lp	Project	SSov/Lp.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11616	9/6/20.	1,120
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,120

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9705	9/6/20	79734	☑ 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:	1,120
Amount E – PO / WO value:	5,078.90.
Amount F – Difference (A – E):	3959

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	19/6/20.

Remarks: Short Recvd

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	11/6/20.						

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/-

TAX INVOICE

ORIGINAL 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	Invoice No.	11616
Silver Oak Villas LLP	Invoice Date.	09-06-2020
Sy no.291, Phase IX, Cherlapally, Hyderabad	PO No.	67613
	PO Date.	30-05-2020
	Req ID	57286
	Req Date	30-05-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155724

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4003 - Consumables - Bombay Broom - Big - nos	9603	20	56.00	1,120.00	0	0.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	1,120.00		0.00
	0.00	0.00	Total Invoice Amount		1,120.00	

Rupees : One Thousand One Hundred Twenty Only.

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No: 6633
Date: 13/6/20
Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 30-05-2020 14:00:55

67613
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 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	67613	155724
	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	4057 - Consumables - Sponges - NA - nos	100.00	8.30	0.00	18.00	979.40
2	4080 - Consumables - Bombay Brooms - Other - Nos	50.00	7.00	0.00	0.00	350.00
3	4009 - Consumables - Coconut Broom - other - nos	15.00	16.00	0.00	0.00	240.00
4	6023 - Miscellaneous - GI- Bucket - other - nos	5.00	125.00	0.00	18.00	737.50
5	4003 - Consumables - Bombay Broom - Big - nos	20.00	56.00	0.00	0.00	1,120.00
6	2148 - Carpentry - hardware - Plastic gampa - other - nos	10.00	140.00	0.00	18.00	1,652.00
				Total Order Value . . .		**5,078.90**

Rupees : Five Thousand Seventy Eight and Paise Ninty Only.

Bill : 11546 Dt 5/6/20
Amt : 3939 /-
Bal : 1139 /-

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 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
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 : 01/06/2020

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP	Date:	20-05-2020
Site & Phase :	Silver Oak Villas	Time:	10.00
Supplier		Req. No.	155724
Material required before date: 25-05-2020		ID No.	57286

No	Description	Size	Quantity	Units	Inward No	Date
1	Plastic gampa		10	nos		
2	Coconut brooms 67613		15	nos		
3	Bombay brooms	Big	20	nos		
4	Bombay brooms	Small	50	nos		
5	Sponges		100	nos		
6	GI bucket		5	Nos		
7						
8						
9						
10						
11						

Remarks: -For site use purpose

Prepared By	G.Mona	Approved by	
Sign.& Date	20-05-2020	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.

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.	9705
Silver Oak Villas LLP	DC Date.	09-06-2020
Sy no.291, Phase IX, Cherlapally, Hyderabad	PO No.	67613
	PO Date.	30-05-2020
	Req ID	57286
	Req Date	30-05-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155724

	Description of Goods	HSN/SAC	Qty
1	4003 - Consumables - Bombay Broom - Big - nos	9603	20
2			
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			

MODI PROPERTIES PVT. LTD.
INWARD
No. 38776
Date
Sign

INWARD WITH TIME:
Inward No. 14284 Dt: 9/6/20
MRN No: 79734 Dt: 9/6/20
Received By: Sign:
SILVER OAK VILLAS LLP

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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	Invoice No.	11616
Silver Oak Villas LLP	Invoice Date.	09-06-2020
Sy no.291, Phase IX, Cherlapally, Hyderabad	PO No.	67613
	PO Date.	30-05-2020
	Req ID	57286
	Req Date	30-05-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155724

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4003 - Consumables - Bombay Broom - Big - nos	9603	20	56.00	1,120.00	0	0.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

INWARD WITH TIME:
Inward No. 14284 Dt: 9/6/20
MRN No: Dt:
Received By: Sign:
SILVER OAK VILLAS LLP

IGST	CGST	SGST	Total Taxable Amount	1,120.00		0.00
	0.00	0.00	Total Invoice Amount		1,120.00	

Rupees : One Thousand One Hundred Twenty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction