PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	11/6/20	Prepared by:	Sowmya.
PO/WO no.	67535	PO / WO Date.	28/5/20
Supplier Name	Sslp.	PO/WO amount	2,188. 82
Firm/Company	Sov llp.	Project	Sov llp
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11620	9/6/20	495.60
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			495.60

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9709	9/6/20	79739	☑ 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:	495.60
Amount E – PO / WO value:	2,188. 82
Amount F – Difference (A – E):	1693

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	~~15/6/20.~~ 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		
Silver Oak Villas LLP	Invoice No.	11620
Sy no.291, Phase IX, Cherlapally, Hyderabad	Invoice Date.	09-06-2020
	PO No.	67535
	PO Date.	28-05-2020
	Req ID	57161
	Req Date	26-05-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155743

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4065 - Consumables - Vim bar - NA - nos	3405	10	42.00	420.00	18	75.60
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	420.00		75.60
	37.80	37.80	Total Invoice Amount	495.60		

Rupees : Four Hundred Ninty Five and Paise Sixty Only.

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 66335 Date: 13/6/20 Sign:

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

67535
23.05.20 2:03:42

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**	67535	155743
	Doc Date	28-05-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	28-05-2020	
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	4003 - Consumables - Bombay Broom - Big - nos	8.00	56.00	0.00	0.00	448.00
2	4080 - Consumables - Bombay Brooms - Other - Nos	25.00	8.30	0.00	0.00	207.50
3	4046 - Consumables - Phinyle - 1Ltr - nos	4.00	48.00	0.00	18.00	226.56
4	4065 - Consumables - Vim bar - NA - nos	10.00	42.00	0.00	18.00	495.60
5	4009 - Consumables - Coconut Broom - other - nos	5.00	16.00	0.00	0.00	80.00
6	4001 - Consumables - Air Freshner - NA - nos *Room freshner*	3.00	82.00	0.00	18.00	290.28
7	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	4.00	78.00	0.00	5.00	327.60
8	4059 - Consumables - Surf Detergent Powder - NA - kgs	4.00	24.00	0.00	18.00	113.28
					Total Order Value . . .	**2,188.82**

Rupees : Two Thousand One Hundred Eighty Eight and Paise Eighty Two Only.

Part received
Ref Bill No 11424 Amount Rs 1,693/-
Balance has to be receivable Rs 495/-
1/6/2020

Terms and Conditions :-

Specification /	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 Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of india mint Phone. Contact: Security 65908777, 9502288244 Sanjay
Penality 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 office use purpose.
Completion Date	NA

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Silver oak villas	Date:	26-05-2020
Site & Phase :	Silver Oak Villas	Time:	09.00
Supplier		Req. No.	155743
Material required before date:	30-05-2020	ID No.	57161

No	Description	Size	Quantity	Units	Inward No	Date
1	Lizol		04	bottles		
2	Surf		04	packets		
3	Room Freshener 67535		03	Nos		
4	Coconut broom		05	Nos		
5	Bombay broom	Big	08	Nos		
6	Bombay broom	Small	25	Nos		
7	Phenyl		04	bottles		
8	Vim Soap		10	Nos		
9						

Remarks: -For site use purpose

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

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

Company Name:	Silver Oak Villas LLP	Date:	21.02.2020
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						
4						
5						
6						
7						
8						
9						

Remarks: -For Level markings and plastering purpose

Prepared By	G.Mona	Approved by	
Sign.& Date	21.02.2020	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

Silver Oak Villas LLP

Sy no.291, Phase IX, Cherlapally, Hyderabad

GSTIN : 36ADBFS3288A2Z7

DC No.	9709
DC Date.	09-06-2020
PO No.	67535
PO Date.	28-05-2020
Req ID	57161
Req Date	26-05-2020
Loc Req No	155743

	Description of Goods	HSN/SAC	Qty
1	4065 - Consumables - Vim bar - NA - nos	3405	10
2			
3			
4			
5			
6			
7			
8			
9			
10			
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30			

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No: 38770
Date: 9/6
Sign:

INWARD WITH DATE
Inward No. 14288 Date: 9/6/20
MRN No: 79739 Dt: 9/6/20
Received by:
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
GSTIN/UNI: 36ACQFS2044C1Z7

Supplier / Customer / Transporter - Copy

Customer Details
Silver Oak Villas LLP
Sy no.291, Phase IX, Cherlapally, Hyderabad

GSTIN : 36ADBFS3288A2Z7

Invoice No.	11620
Invoice Date.	09-06-2020
PO No.	67535
PO Date.	28-05-2020
Req ID	57161
Req Date	26-05-2020
Loc Req No	155743

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4065 - Consumables - Vim bar - NA - nos	3405	10	42.00	420.00	18	75.60
2							
3							
4							
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10							
11							
12							
13							
14							
15							

INWARD
Inward No. 14288 9/6/20
MRN No:
Received By
SILVER OAK VILLAS LLP

IGST	CGST	SGST				
	37.80	37.80	Total Taxable Amount	420.00		75.60
			Total Invoice Amount		495.60	

Rupees : Four Hundred Ninty Five and Paise Sixty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction