

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		23/6/20		Prepared by:		T. Shaskey	
PO/WO no.		65775 / 67329		PO / WO Date.		13/2/20 / 26/5/20	
Supplier Name		Y. Pushpalatha		PO/WO amount		5300 + 13250 = 18550	
Firm/Company		Sov LLP		Project		Sov 17	
Sl. No.	Bill No.	Bill Date		Bill amount			
1.	155	5/6/20		15800			
2.	145	24/5/20		7950			
3.							
4.							
Amount A – Bills total(Excluding Transport & Hamali Charges):						18550	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.			79666	☒ Yes ☐ No			
2.			79667	☒ Yes ☐ No			
3.				☐ Yes ☐ No			
4.				☐ Yes ☐ No			
Amount B – Other Credits :						708 + 775 + 6% = 1572/-	
Amount C – Other Debits :						-	
Amount D (D=A+B-C) – Amount to be credited to the supplier:						20122	
Amount E – PO / WO value:						18550	
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			26/6/20				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	23/6/20		MINISH PARIKH MANAGER PROCUREMENT				

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

Composite Scheme

Cell : 88978 95924



Y. PUSHPALATHA

GARDEN CONTRACTOR

H.No. 4-1270, Marthanda Nagar, New Hafeezpet,
Ranga Reddy Dist, Hyderabad - 500 049.



M/s. Silveroak villas LLP
Cherlapally - Hydr.

Sl.No. 155

Date : 05/06/2020

Party's GSTIN

P.O. No. 67329+65775

[illegible]

Rupess inwords: Twelve Thousand five hundred
Eight only

For Y. PUSHPALATHA

Authorized Signature

GSTIN: 36APYPY9568E1ZM

TAX INVOICE

Cell : 88978 95924

Composite Scheme

**Y. PUSHPALATHA****GARDEN CONTRACTOR**H.No. 4-1270, Marthanda Nagar, New Hafeezpet,
Ranga Reddy Dist, Hyderabad - 500 049.M/s. Silver Oak Villas. LLPSI.No. 145Date: 24/05/2020Cheralapally - HydP.O. No. 6663 67329

Party's GSTIN

S.No.	PARTICULARS	HSN Code	Qty.	Rate	Amount Rs.	Ps.
1	Supply of plants		100 no		8772	00
			7500/- cost of material 775/- Transport 8275/- +6/- 497/- 8772/-			

Rupees in words: Eight Thousand Seven Hundred

F. V. PUSHPALATHA

only tax only

Authorised Signature

Purchase Order

Page(s) 1 Of 1

14-02-2020 12:25:56 PM



65775

12.02.20 2:25:58

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

Supplier Details

Y PUSHPALATHA
4-1270, Marthanda nagar, New Hafeezpet, Ranga Reddy Dist, Hyderabad

GSTIN 36APYPY9568E1ZM

8897895924

Doc No	65775	155418
Doc Date	13-02-2020	
Quote No	Nil	
Quote Date	13-02-2020	
SupplyType	Supply	

Kind Attn : Radha Krishna

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6016 - Miscellaneous - Carpet Grass - NA - sft	500.00	10.00	0.00	6.00	5,300.00
Total Order Value . . .					5,300.00

Rupees : Five Thousand Three Hundred Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Within 7 days
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 Cost	Extra.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for V.no.17,19,22,23,24,25,26 purpose
Completion Date	Nil
Measurement	Nil
Security	Nil
Remarks	

For **Silver Oak Villas LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Y PUSHPALATHA**

Name : _____

Date : __/__/__

Estimate/Draft PO

Page(s) 1 Of 1

13-02-2020 2:49:54 PM

Original / Office Copy / Purchase Div.Copy

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

Y PUSHPALATHA
4-1270,Marthanda nagar, New Hafeezpet, Ranga Reddy Dist, Hyderabad

GSTIN 36APYPY9568E1ZM

8897895924

Doc No	65775	155418
Doc Date	13-02-2020	
Quote No	Nil	
Quote Date	13-02-2020	
SupplyType	Supply	

Kind Attn : Radha Krishna

Estimate/Draft PO for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6016 - Miscellaneous - Carpet Grass - NA - sft	500.00	10.00	0.00	6.00	5,300.00
Total Order Value . . .					5,300.00

Rupees : Five Thousand Three Hundred Only.

Terms and Conditions :-

Specification / Brand As per details given in the quotation.

Payment Terms After Delivery & Production of bill

Tax Inclusive of all taxes

Delivery Date Within 7 days

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 Cost Extra.

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for V.no.17,19,22,23,24,25,26 purpose

Completion Date Nil

Measurment Nil

Security Nil

Remarks



For **Silver Oak Villas LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Y PUSHPALATHA**

Name : _____

Name : _____

Date : __/__/__

Purchase Order

Page(s) 1 Of 1

26-05-2020 1:57:09 PM



67329

15.05.20 11:59:03

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

Supplier Details			
Y PUSHPALATHA 4-1270,Marthanda nagar, New Hafeezpet, Ranga Reddy Dist, Hyderabad GSTIN 36APYPY9568E1ZM 8897895924	Doc No	67329	155728
	Doc Date	26-05-2020	
	Quote No	Nil	
	Quote Date	20-05-2020	
	SupplyType	Supply	

Kind Attn : Radha Krishna

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6031 - Miscellaneous - Plants - NA - nos <i>Silver Oak Plants 4 to 5'</i>	100.00	75.00	0.00	6.00	7,950.00
2 6016 - Miscellaneous - Carpet Grass - NA - sft	500.00	10.00	0.00	6.00	5,300.00
Total Order Value . . .					13,250.00

Rupees : Thirteen Thousand Two Hundred Fifty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Within 7 days
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 Cost	Extra.
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
Measurement	Nil
Security	Nil
Remarks	

For **Silver Oak Villas LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Y PUSHPALATHA**Name : 

Name : _____

Date : __/__/__

Requisition Form

Company Name:		Silver Oak Villas LLP		Date:		13-02-2020	
Site & Phase :		Silver Oak Villas		Time:		15.00	
Supplier				Req. No.		155418	
Material required before date:			14-02-2020		ID No.		55530

No	Description	Size	Quantity	Units	Inward No	Date
1	Korean Carpet Grass	4.5''x14'	500	Sft		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: - For V.no 17,19,22,23,24,25,26 Purpose.

Prepared By		G. suman		Approved by	
Sign.& Date		13-02-2020		Sign. & Date	

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

APPROVED BY
14 FEB 2020
SOHAM MODI
MANAGING DIRECTOR