PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	22/6/20	Prepared by:	Sowmya
PO/WO no.	68073	PO / WO Date	17/6/20
Supplier Name	SSllp.	PO/WO amount	488.32
Firm/Company	Sov llp	Project	Sov llp
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11807	20/6/20.	488.32
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			488.32

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9884	20/6/20	80126	☑ 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:	488.32
Amount E – PO / WO value:	488.32
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	27/6/20.

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]					
Date	22/6/20	25/6/20					

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.	11807
Silver Oak Villas LLP	Invoice Date.	20-06-2020
Sy No. 291, Phase IX, Cherlapally, Hyderabad	PO No.	68073
	PO Date.	17-06-2020
	Req ID	57732
	Req Date	17-06-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155801

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	2117 - Carpentry - hardware - Measuring tape - 5mtrs	9017	2	112.00	224.00	18	40.32
2	4112 - Consumables - Sanitizer - 500 ml - Nos		1	200.00	200.00	12	24.00
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	424.00		64.32
	32.16	32.16	Total Invoice Amount	488.32		

Rupees : Four Hundred Eighty Eight and Paise Thirty Two Only.

MODI PROPERTIES PVT. LTD. SEC'BAD
No. 66610
Date 23/6/20
Sign

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

Page(s) 1 Of 1   18-06-2020 4:43:22 PM

68073
16.06.20 2:49:39

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**	68073	155801
	Doc Date	17-06-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	17-06-2020	
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	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	2.00	112.00	0.00	18.00	264.32
2	4112 - Consumables - Sanitizer - 500 ml - Nos	1.00	200.00	0.00	12.00	224.00
				Total Order Value . . .		**488.32**

Rupees : Four Hundred Eighty Eight and Paise Thirty Two Only.

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 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 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 office use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

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 LLP	Date:	17-06-2020
Site & Phase :	SOV	Time:	14.05
Supplier		Req. No.	155801
Material required before date: urgent		ID No.	57732

No	Description	Size	Quantity	Units	Inward No	Date
1	Sanitizer	500ml	01	nos		
2	Mesurement Tape	30m	02	Nos		
3	68073					
4						
5						
6						
7						
8						
9						
10						

APPROVED
18 JUN 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: - For site use purpose

Prepared By	B.Meenakshi	Approved by	
Sign.& Date	17-06-2020	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			
Material required before date: Urgent		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.	9884
Silver Oak Villas LLP	DC Date.	20-06-2020
Sy No. 291, Phase IX, Cherlapally, Hyderabad	PO No.	68073
	PO Date.	17-06-2020
	Req ID	57732
	Req Date	17-06-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155801

	Description of Goods	HSN/SAC	Qty
1	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	9017	2
2	4112 - Consumables - Sanitizer - 500 ml - Nos		1
3			
4			
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12			
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16			
17			
18			
19			
20			
21			
22			
23	INWARD WITH TIME:		
24	Inward No. 14351 Dt: 20/6/20		
25	MRN No: 80216 Dt: 20/6/20		
26	Received By: Sign:		
27			
28	SILVER OAK VILLAS LLP		
29			
30			

MODI PROPERTIES SEC'BAD INWARD No: 39171 Date: 22/6

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

Summit Sales LLP TRANSIT COPY

#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

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Silver Oak Villas LLP	Invoice Date.	20-06-2020
Sy No. 291, Phase IX, Cherlapally, Hyderabad	PO No.	68073
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	Req ID	57732
GSTIN : 36ADBFS3288A2Z7	Req Date	17-06-2020
	Loc Req No	155801

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3							
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10							
11							
12							
13							
14							
15							

INWARD WITH TIME:
Inward No. 14351 Dt: 20/6/20
MRN No: Dt:
Received By: Sign:
SILVER OAK VILLAS LLP

IGST	CGST	SGST	Total Taxable Amount	424.00		64.32
	32.16	32.16	Total Invoice Amount	488.32		

Rupees : Four Hundred Eighty Eight and Paise Thirty Two Only.

for Summit Sales LLP

Authorised signatory

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