8

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	28\6\20	Prepared by:	T. Bhasi
PO/WO no.	68109	PO / WO Date.	19\6\20
Supplier Name	Lepakshi Temple	PO/WO amount	582
Firm/Company	VOC LLP	Project	VOC
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1395	22\6\20	~~80449~~ 582
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			~~80449~~ 582

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			80449	□ 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:	582
Amount E – PO / WO value:	582
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	3\7\20

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	28\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

TAX INVOICE

Invoice No. : 1395

Date : 22/06/20.

LEPAKSHI TARPAULIN INDUSTRIES

1st Floor, Shop No.F10, S.A. Trade Centre, Above Bombay Hotel, Ranigunj 'X' Road, Secunderabad-500 003.
Phone : (O) 2770 6071, 9121013748, Cell : 99591 02999,
E-mail: lepakshitarp@gmail.com, Lnt_91@yahoo.in, www.lepakshitarpaulin.com

State Code : 36

GSTIN : 36ADOPN7656C1Z7

Details of Receiver (Billed to)

Name : Villa orchids LLP
Address : 5-4-187/3&4, 2ND FLOOR, M.G.ROAD, SEC-BAD -03.
Ph. Cell :
GSTIN/UIN : 36AANFG4817C1ZH
P.O. No. & Dt. 68109/63380 - 19/06/20.

Details of Consignee (Shipped to)

Name :
Address :
Ph. Cell :
GSTIN/UIN :
Vehicle No. :

Sl. No.	HSN (SAC) Code	Description of the Goods	Qty.	Rate	Amount Rs.	Taxable Value	CGST		SGST		IGST	
							Rate	Amount	Rate	Amount	Rate	Amount
1)	6601	Umbrella -	2	260		520	6%	31.20	6%	31.20		
						520	+	31.20	+	31.20	=	582.40

(Rupees : in words Five hundred Eighty two & fourty paise only ....only

E-way Bill No.

TOTAL INVOICE RS. 582.40/-

INWARD
Inward No: 15068 Dt: 24/06/20
MRN No: 80449 Dt: 25/06/20
Received By: Sign:
VILLA ORCHID LLP TOTAL

PROPERTIES PVT. LTD. INWARD No. 66888 Date 28/6 Sign. SEC'BAD

TERMS & CONDITIONS :
1. Goods once sold will not be taken back or exchanged.
2. Subject to Secunderabad Jurisdiction only.
3. The customer should inform the firm if there is any complaint regarding the quality or quantity of the material within 48 hours from the date of Invoice.
4. Inspection should be carried out at our factory premises only.
5. Interest will be charged at the rate of 24% per annum for all overdue payments.
6. Our risk & responsibility ceases as soon as the goods are despatched from our premises.

OUR BANK DETAILS :

Bank Name : PUNJAB NATIONAL BANK
Bank Account Number : 3631002100019635
Branch : M.G. Road, Sec'bad
IFSC : PUNB0363100

For LEPAKSHI TARPAULIN INDUSTRIES

Authorised Signatory

Purchase Order

 19-06-2020 3:55:31 PM

68109
20.06.20 3:01:16

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

Supplier Details			
Lepakshi Tarpaulin Industries	**Doc No**	68109	63380
# 5-5-65, 1st Floor, Shop No. F10, S.A. Trade Centre, Above Bombay Hotel, Ranigunj 'X' Road, Secunderabad-3.	**Doc Date**	19-06-2020	
	Quote No	Nil	
GSTIN 36ADOPN7656C1Z7 2770 6071	**Quote Date**	19-06-2020	
66486071 9642662732	**SupplyType**	Supply	

Kind Attn : Mr. Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4064 - Consumables - Umbrella - other - nos	2.00	260.00	0.00	12.00	582.40
					Total Order Value . . .	**582.40**

Rupees : Five Hundred Eighty Two and Paise Fourty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 'Lotus' brand.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Day.
Delivery Location	Villas Orchids Behind: Janapriya, Kowkur. Phone. 9502232100/9502266233
Penality For Delay	Nil
Transportation Cost	Included 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 Staff security & other Works purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Villa Orchids LLP*

Authorised Signatory

Name : ______

Accepted the above Terms And Conditions

For *Lepakshi Tarpaulin Industries*

Name : ______

Date : __/__/____

Requisition Form

Company Name:	Villa Orchids LLP	Date:	18.06.2020
Site & Phase:	Villa Orchids	Time:	17:00
Supplier:		Req. No.	63380
	URGENT	ID No.	57761

No	Description	Size	Quantity	Units	Inward No	Date
1	**Umbrellas**	Big	02	No.s		
	68109					

Remarks: For Site use purpose

Prepared By	S.Shravani	Approved by	Suresh
Sign.& Date	18.06.2020	Sign. & Date	18.06.2020

APPROVED BY
19 JUN 2020
SOHAM MODI
MANAGING DIRECTOR

Estimate/Draft PO

 19-06-2020 1:40:08 PM

Original / Office Copy / Purchase Div.Copy

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

Supplier Details

Lepakshi Tarpaulin Industries
5-5-65, 1st Floor, Shop No. F10, S.A. Trade Centre, Above Bombay Hotel, Ranigunj 'X' Road, Secunderabad-3.

GSTIN 36ADOPN7656C1Z7 2770 6071
66486071 9642662732

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Doc Date	19-06-2020	
Quote No	Nil	
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SupplyType	Supply	

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Measurment	Nil
Security	Nil
Remarks	

For *Villa Orchids LLP*

Authorised Signatory

Accepted the above Terms And Conditions

For *Lepakshi Tarpaulin Industries*

Name : ____________________

Name : ____________________

Date : __/__/____