

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	3/6/20		Prepared by:	T. Shalika	
PO/WO no.	66673		PO / WO Date.	14/3/20	
Supplier Name	Y. P. Shalika		PO/WO amount	15105	
Firm/Company	Sov LLP		Project	Sov 17	
Sl. No.	Bill No.	Bill Date	Bill amount		
1.	144	24/5/20	15105		
2.					
3.					
4.					
Amount A – Bills total(Excluding Transport & Hamali Charges):			15105		
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN	
1.			79251	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
Amount B – Other Credits :			Transport charges 1272		
Amount C – Other Debits :			-		
Amount D (D=A+B-C) – Amount to be credited to the supplier:			16377		
Amount E – PO / WO value:			15105		
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			7/6/20		
Remarks:					
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill
Sign:					
Date	2/6/20	2/6/20	2/6/20		

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/-

GSTIN: 36APYPY58E1ZM

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. 144Date: 24/05/2020Chok pally - Hyd.P.O. No. 66673

Party's GSTIN

S.No.	PARTICULARS	HSN Code	Qty.	Rate	Amount Rs.	Ps.								
1	Suply of plants -				16,377 ²⁰⁰									
INWARD WITH TIME: <table><tr><td>Inward No. 14175</td><td>Dt: 24/5/20</td></tr><tr><td>MRN No: 79251</td><td>Dt: 26/5/20</td></tr><tr><td>Received By:</td><td>Sign:</td></tr><tr><td colspan="2">SILVER OAK VILLAS LLP</td></tr></table> INWARD No. 65231 Date 22/5/20 Sign: MODIPRA PVT. LTD. SEC'Y BAD		Inward No. 14175	Dt: 24/5/20	MRN No: 79251	Dt: 26/5/20	Received By:	Sign:	SILVER OAK VILLAS LLP						
Inward No. 14175	Dt: 24/5/20													
MRN No: 79251	Dt: 26/5/20													
Received By:	Sign:													
SILVER OAK VILLAS LLP														
G.TOTAL					16,377 ²⁰⁰									

 Rupess inwords: Sixteen Thousand Three
Hundred seventy seven only.
Y. PUSHPALATHA

Authorised Signature

Purchase Order

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17-03-2020 5:47:42 PM

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

66673
12.03.20 2:07:22

Supplier Details			
Y PUSHPALATHA 4-1270,Marthanda nagar, New Hafeezpet, Ranga Reddy Dist, Hyderabad GSTIN 36APYPY9568E1ZM 8897895924	Doc No	66673	155602
	Doc Date	14-03-2020	
	Quote No	Nil	
	Quote Date	14-03-2020	
	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 nirem 3' to 5'	300.00	35.00	0.00	6.00	11,130.00
2 6031 - Miscellaneous - Plants - NA - nos Silver oak plants 4' to 5'	50.00	75.00	0.00	6.00	3,975.00
Total Order Value . . .					15,105.00

Rupees : Fifteen Thousand One Hundred Five 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
Measurment	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:	14.03.20
Site & Phase :	Silver Oak Villas	Time:	12.00
Supplier		Req. No.	155602
Material required before date:	Urgent	ID No.	56313

No	Description	Size	Quantity	Units	Inward No	Date
1	NIREM plants		300	nos		
2	Silver Oak Plants		50	nos		
3	Tree gaurds		100	nos		
4						
5						
6						
7						
8						
9						
10						

Remarks: - For site use purpose

Prepared By	G. Chandra kanth	Approved by	
Sign.& Date	28.02.2020	Sign. & Date	

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



Estimate/Draft PO

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14-03-2020 11:51:23 AM

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 66673 155602**Doc Date** 14-03-2020**Quote No** Nil**Quote Date** 14-03-2020**SupplyType** Supply**Kind Attn : Radha Krishna**

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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**Measurment** Nil**Security** Nil**Remarks**

APPROVED BY
11 MAR 2020
SOHAM MODI
MANAGING DIRECTOR

For **Silver Oak Villas LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Y PUSHPALATHA**

Name : _____

Name : _____

Date : __/__/__