## PURCHASE DIVISION Advice for approval for credit to supplier

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PO/WO Date  PO/WO Date  PO/WO Date  PO/WO Date  PO/WO Date  PO/WO amount  1, 246  Project  SI. No  Bill No.  Bill No.  Bill Date  Bill amount  1, 246  Project  SI. No  DC Date  MRN No.  DC matches MRN  PO Yes □ No  Q Yes □ No  Amount B - Other Credits:  Amount C - Other Debits:  Amount E - PO / WO value:  Amount F - Difference (A - E):  Quantity received as per PO WO  Is difference between PO / Bill acceptable?  Excess / short material received  Advance paid / PDC given (deduct when paying)  Payment - due date  Remarks;  Approved Purchase  Officer Manager  Procurement Manager  Procurement Manager  Procurement Manager  Procurement Manager  Manager  Manager  Manager  Accountant Accounts Ac	Date:		9/7/2020			Pr	Prepared by:			K. R. Chalpler			
Supplier Name Firm/Company SOV LL Project SI. No. Bill No. Bill Date Bill amount  1.	PO/WO no.		11,12010			PO	PO / WO Date.						
SI. No. Bill No. Bill Date  SI. No. Bill No. Bill Date  Bill amount  1.	Supplier Name					PC	PO/WO amount			,			
SI. No.   Bill No.   Bill Date   Bill amount	Firm/Company		2			Project							
3.  Amount A - Bills total(Excluding Transport & Hamali Charges):  SI. No. DC No DC. Date MRN No. DC matches MRN  1.	Sl. No.					Bill Date							
2. 3. Amount A – Bills total(Excluding Transport & Hamali Charges):  Sl. No. DC No DC. Date MRN No. DC matches MRN  1. 2. PYes No  Pyes No  Amount B – Other Credits: Amount C – Other Debits: Amount C – Other Debits: Amount E – PO / WO value: Amount F – Difference (A – E):  Quantity received as per PO / WO  Is difference between PO / Bill acceptable?  Excess / short material received  Approved — within acceptable limits No (explained below)  Advance paid / PDC given (deduct when paying)  Payment – due date  Remarks;  Approved Purchase Officer Manager Procurement Manager  Procurement Manager  Manager  Manager  Manager  Manager  Manager  Manager	1.		07	U 7.7			1/6/2010			1.944			
Amount A – Bills total(Excluding Transport & Hamali Charges):  Sl. No. DC No DC. Date MRN No. DC matches MRN  1.	2.												
SI. No. DC No DC. Date MRN No. DC matches MRN  1.	3.												
1.	Amount A	– Bills to	tal(Excludin	g Transport & I	Hamali Cl	harges):					1,946/	-	
2.	Sl. No.	DC No	DC. Date				MRN No.		).	1 6 701			
3.  4.	1.								□ Yes □ No				
Amount B - Other Credits:  Amount C - Other Debits:  Amount D (D=A+B-C) - Amount to be credited to the supplier:  Amount E - PO / WO value:  Amount F - Difference (A - E):  Quantity received as per PO / WO  Is difference between PO / Bill acceptable?  Excess / short material received  Approved within acceptable limits   No (explained below)  Close PO / W?O  Advance paid / PDC given (deduct when paying)  Payment - due date  Approved Purchase by Officer  Manager  Procurement M D Accounts receiver of bill  Accounts receiver of bill	2.									□ Yes □ No			
Amount B - Other Credits:  Amount C - Other Debits:  Amount D (D=A+B-C) - Amount to be credited to the supplier:  Amount E - PO / WO value:  Amount F - Difference (A - E):  Quantity received as per PO / WO  Is difference between PO / Bill acceptable?  Excess / short material received  Approved within acceptable limits   No (explained below)  Excess / short material received  Approved within acceptable limits   No (explained below)  Advance paid / PDC given (deduct when paying)  Payment - due date  Approved Purchase Officer Manager  Manager  MD Accounts - receiver of bill  Accounts Manager  Manager  Sign:	3.									□ Yes □ No			
Amount C - Other Debits:  Amount D (D=A+B-C) - Amount to be credited to the supplier:  Amount E - PO / WO value:  Amount F - Difference (A - E):  Quantity received as per PO / WO  Is difference between PO / Bill acceptable?  Excess / short material received  Approved — Wes — No (explained below)  Close PO / W?O  Advance paid / PDC given (deduct when paying)  Payment - due date  Remarks:  Approved Purchase Manager  Approved Purchase Manager  Approved Difference Manager  Approved Manager  Accounts Accounts Manager  M D Accounts Account Manager  Manager  Accounts Manager	4.									□ Y	es 🗆 No		
Amount D (D=A+B-C) – Amount to be credited to the supplier:    Amount E – PO / WO value:	Amount B	Other C	redits:										
Amount E – PO / WO value:  Amount F – Difference (A – E):  Quantity received as per PO / WO  Is difference between PO / Bill acceptable?  Excess / short material received  Approved — within acceptable limits □ No (explained below)  Advance paid / PDC given (deduct when paying)  Payment – due date  Approved — Purchase Manager  Approved — Purchase Manager  Procurement Manager  M D Accounts — Accountant Accounts Manager  Sign:	Amount C	Other D	ebits :								_		
Amount F – Difference (A – E):  Quantity received as per PO / WO  Is difference between PO / Bill acceptable?  Excess / short material received  Approved — within acceptable limits □ No (explained below)  Close PO / W?O  Advance paid / PDC given (deduct when paying)  Payment – due date  Approved — Within acceptable limits □ No (explained below)  Advance paid / PDC given (deduct when paying)  Approved — Within acceptable limits □ No (explained below)  Advance paid / PDC given (deduct when paying)  Approved — Within acceptable limits □ No (explained below)  Advance paid / PDC given (deduct when paying)  Approved — Within acceptable limits □ No (explained below)  Advance paid / PDC given (deduct when paying)  Approved — Within acceptable limits □ No (explained below)  Advance paid / PDC given (deduct when paying)  Approved — Within acceptable limits □ No (explained below)  Advance paid / PDC given (deduct when paying)  Approved — Within acceptable limits □ No (explained below)  Advance paid / PDC given (deduct when paying)  Approved — Within acceptable limits □ No (explained below)  Advance paid / PDC given (deduct when paying)  Approved — Within acceptable limits □ No (explained below)  Advance paid / PDC given (deduct when paying)  Approved — Within acceptable limits □ No (explained below)  Advance paid / PDC given (deduct when paying)  Approved — Within acceptable limits □ No (explained below)  Advance paid / PDC given (deduct when paying)  Approved — Within acceptable limits □ No (explained below)  Advance paid / PDC given (deduct when paying)  Approved — Within acceptable limits □ No (explained below)  Advance paid / PDC given (deduct when paying)  Approved — Within acceptable limits □ No (explained below)  Approved — Within acceptable limits □ No (explained below)  Approved — Within acceptable limits □ No (explained below)  Approved — Within acceptable limits □ No (explained below)  Approved — Within acceptable limits □ No (explained below)  Approved — Within acceptable limits □ No (explained below)  Approve	Amount D (D=A+B-C) – Amount to be credited to the sup			pplier:	pplier:			1,246/					
Amount F – Difference (A – E):  Quantity received as per PO /WO  Is difference between PO / Bill acceptable?  Excess / short material received  Approved — within acceptable limits □ No (explained below)  Close PO / W?O  Advance paid / PDC given (deduct when paying)  Payment – due date  Remarks:  Approved — Purchase Manager  Procurement M D Accounts — receiver of bill  Sign:  Nother Manager  Accounts — Accountant Manager  Procurement Manager  Procurement Manager	Amount E	- PO / W	O value:							1,246/			
Is difference between PO / Bill acceptable?  Excess / short material received  Description of the provided of the paying of the	Amount F	- Differen	ice (A – E):										
Excess / short material received    Approved - within acceptable limits   No (explained below)   Advance Po / W?O     Advance paid / PDC given (deduct when paying)     Average   Payment - due date	Quantity received as per PO /WO			Yes   Excess received   Short received   Other (explained below)									
Close PO / W?O  Advance paid / PDC given (deduct when paying)  Payment – due date  Remarks:  Approved Purchase Purchase Procurement M D Accounts – receiver of bill  Sign:  Page   No – wait for balance material   No (explained below)  Advance paid / PDC given (deduct when paying)  Approved Purchase Purchase Procurement Manager  Approved by Officer Manager  Approved by Officer Manager  Accounts Accounts Manager  Accounts Accounts Manager	Is difference between PO / Bill acceptable?					.□ Yes □ No (explained below)							
Advance paid / PDC given (deduct when paying)  Payment – due date  Remarks:  Approved Purchase Officer Manager Procurement M D Accounts – receiver of bill  Sign:  Determine Manager	Excess / short material received				□ Approved – within acceptable limits □ No (explained below)								
Payment – due date    3   2010    Remarks:	Close PO / W?O				✓ Yes □ No – wait for balance material □ No (explained below)								
Remarks:  Approved Purchase Detection of the procure of the procur	Advance paid / PDC given (deduct when paying)				□,Yes – Rs. /- □ No								
Approved Purchase Purchase Procurement M D Accounts – Accountant Manager  Sign:  Approved Officer Manager Manager Detection of bill Manager Manager	Payment – due date			17/7/2018									
by Officer Manager Manager receiver of bill Manager	Remarks:						+ "						
by Officer Manager Manager receiver of bill Manager												g.	
by Officer Manager Manager receiver of bill Manager													
Sign:			A CONTRACTOR OF THE PARTY OF TH				er receive		receiver o		Accountant		
Date a base	Sign:								bill				
9 12 1100	Date	9 /	horo										

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/-

INVOICE

Cell: 9246101075 Radiant Systems

We are spl. in : ACP, Neon, Digital & Vinyl Sign Boards, ACP Cladding, Metal & Acrylic Letters with LED's

# 3-5-115/3 & 4, 1st Floor, Opp. APCO, Vittalwadi, Narayanaguda, Hyderabad - 500 029. T.S. E-mail: rsgrkst@gmail.com

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	. Silver Oak Villas LLP.			SI.No. 077	
5	cundended. T.S. Customer GST No 36ADBFS	3288A	227.	Date: 1 6 2	67.6
SI. No.	DESCRIPTION	04.		Amount	-
01.	Steel Matt Finish Plates of Early Size 11/26" (2 No's).	2 100g. 132- Sg. Indu	Pg.8/ Sq. Inc.	Ps. 1056	Ps.
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Signature

**Customer's Signature** 

## Purchase Order

Page(s) 1 Of 1

07-07-2020 14:12:04

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** Radiant Systems Doc No 66190 16035 H.No. 3-5-967, Narayanguda, Hyderabad. **Doc Date** 27-02-2020 Quote No Nil GSTIN 36AIKPG0292L1Z2 **Quote Date** 27-02-2020

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9246101075

SupplyType Supply

## Kind Attn: Ravi Kiran

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6028 - Miscellaneous - MS Name Plates - other - sq. inches 6" x 11" - 2 nos	132.00	8.00	0.00	18.00	1,246.08
		Total Or	der Value	e	1,246.08

Rupees: One Thousand Two Hundred Fourty Six and Paise Eight Only.

## Terms and Conditions :-

Specification /

All plates of Salem steel SS202-Immthick, with holes on both side. Letters font Times New Roman.

**Payment Terms** 

After Delivery & Production of bill

Tax

All taxes included in above price.

**Delivery Date** 

Within 7 days

**Delivery Location** 

Head Office

5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003

Phone. 040-66335551

Penality For Delay Nil

Transportation

Included in the above price

Warranty

5 years warranty on finish.

Advance Paid

Nil

Other Terms

We reserve the right to reject items not conforming to quality and specifications. Above order for HO use purpuse

Completion Date Measurment

Security Remarks Nil Nil

For Silver Oak Villas LLP

Authorised Signatory

Accepted the above Terms And Conditions

For Radiant Systems

Name:

Date : \_\_/\_\_/