

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		6/7/2020		Prepared by:		K.R. Chagula	
PO/WO no.		67983/68201		PO / WO Date.		22/15/6/2020	
Supplier Name		Y. Pushpalatha		PO/WO amount		9,063/-	
Firm/Company		SOV LLC		Project		SOV & HO.	
Sl. No.	Bill No.	Bill Date		Bill amount			
1.	163	22/6/2020		2,473/-			
2.							
3.							
Amount A – Bills total(Excluding Transport & Hamali Charges):						2,473/-	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	-	-	80614	☒ 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:						2,473/-	
Amount E – PO / WO value:						9,063/-	
Amount F – Difference (A – E):						1,590/-	
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 ☒ No				
Payment – due date			13/7/2020				
Remarks: short received							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	6/7/2020						

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: 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. LLP.SI.No. 163Charlapally - Hyd.Date: 27/06/2020

Party's GSTIN

P.O. No. 67983+68201

S.No.	PARTICULARS	HSN Code	Qty.	Rate	Amount Rs.	Ps.								
1	supply of plants & shaded grove		10+12 10 + Gaps		7473	00								
67082 4/7/20 INWARD WITH TIME: <table><tr><td>Inward No. 14405</td><td>Di: 29/6/20</td></tr><tr><td>MRN No: 80614</td><td>Di: 30/6/20</td></tr><tr><td>APPROVED By: 80615</td><td>Sign: [Signature]</td></tr><tr><td colspan="2">SILVER OAK VILLAS LLP</td></tr></table> MRN no's: 80614, 80615							Inward No. 14405	Di: 29/6/20	MRN No: 80614	Di: 30/6/20	APPROVED By: 80615	Sign: [Signature]	SILVER OAK VILLAS LLP	
Inward No. 14405	Di: 29/6/20													
MRN No: 80614	Di: 30/6/20													
APPROVED By: 80615	Sign: [Signature]													
SILVER OAK VILLAS LLP														
G.TOTAL					7473	00								

Rupees in words: Seventy Thousand four hundred
seventy three only.For **Y. PUSHPALATHA**

Authorised Signature

Purchase Order

Page 1 of 1

23-06-2020 1:41:15 PM



68201

24.06.20 12:19:10

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	68201	155805
Doc Date	22-06-2020	
Quote No	Nil	
Quote Date	22-06-2020	
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 Golden durata	250.00	10.00	0.00	6.00	2,650.00
2 6096 - Miscellaneous - Grass - NA - Bags	12.00	450.00	0.00	6.00	5,724.00
Total Order Value . . .					8,374.00

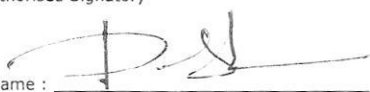
Rupees : Eight Thousand Three Hundred Seventy Four Only.

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	

*Part received**Inv bill no 163 Amount Rs 5400/-**Balance has to be received Rs 2,974/-**6/7/2020*For **Silver Oak Villas LLP**

Authorised Signatory

Name : 

Accepted the above Terms And Conditions

For **Y PUSHPALATHA**

Name : _____

Date : __/__/__

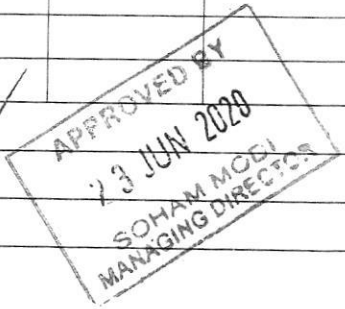
Requisition Form

Company Name:		Silver Oak Villas LLP		Date:		19.06.20	
Site & Phase :		Silver Oak Villas		Time:		12.00	
Supplier				Req. No.		155805	
Material required before date:			Urgent		ID No.		57836

No	Description	Size	Quantity	Units	Inward No	Date
1	Golden Durantha		250	nos		
2	Shaded Grass		12	Bags		
3		3' to 5'	100	nos		
4						
5						
6						
7						
8						
9						
10						
11						

Remarks:

Prepared By		Kiran kumar		Approved by	
Sign. & Date		19.06.20		Sign. & Date	



Requisition Form

Company Name:		Silver Oak Villas LLP		Date:		25.09.19	
Site & Phase :		Silver Oak Villas		Time:		12.00	
Supplier				Req. No.			
Material required before date:					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.

Purchase Order

Page(s) 1 Of 1

15-06-2020 3:39:39 PM



67983

03.06.20 12:48:15

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	67983	16250
Doc Date	15-06-2020	
Quote No	Nil	
Quote Date	15-06-2020	
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 Caesalpinia Trees	10.00	65.00	0.00	6.00	689.00
Total Order Value . . .					689.00

Rupees : Six Hundred Eighty Nine 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 Head Office
5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003
Phone. 040-66335551

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 plot no.280 purpose.**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Silver Oak Villas LLP**

Authorised Signatory

Name : 

Name : _____

Accepted the above Terms And Conditions

For **Y PUSHPALATHA**

Date : __/__/__

Requisition Form

Company Name:		SOVLLP		Date:		11.06.2020		
Site & Phase :		HO		Time:		16:40		
Supplier				Req. No.		16250		
Material required before date:			Urgent		ID No.			57640
No	Description	Size	Quantity	Units	Inward No	Date		
1	CAESALPINIA TREES	STD	10	NOS				
2	127983							
3								
4								
5								
6								
7								
8								
9								
10								
Remarks : FOR PLOT NO -280, SERVANT QUARTER ,ISSUE PO TO Radhakrishna (Garden works)								
Prepared By		T.SURYANARAYANA		Approved by				
Sign.& Date		11-06-2020		Sign. & Date				

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

APPROVED
16 JUN 2020
MINISH PARIKH
MANAGER PROCUREMENT