PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	8/7/20.	Prepared by:	SOWMYA
PO/WO no.	68447	PO / WO Date.	30/6/20
Supplier Name	SS llp.	PO/WO amount	1,556.08
Firm/Company	Sov llp	Project	Sov llp
Sl. No.	Bill No.	Bill Date	Bill amount
1.	12019	1/7/20.	1,556
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,556

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10074	1/7/20	80649	☑ 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:	1,556
Amount E – PO / WO value:	1,556
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	**.7.2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	3/7/20.						

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

Summit Sales LLP

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

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy **GSTIN/UNI: 36ACQFS2044C1Z7**

Customer Details	Invoice No.	12019
Silver Oak Villas LLP	Invoice Date.	01-07-2020
Sy No. 291, Phase IX, Cherlapally, Hyderabad	PO No.	68447
	PO Date.	30-06-2020
	Req ID	57922
	Req Date	25-06-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155818

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4009 - Consumables - Coconut Broom - other - nos	9603	12	16.00	192.00	0	0.00
2	4022 - Consumables - Dettol - NA - nos	3401	4	65.00	260.00	18	46.80
	hand wash						
3	4014 - Consumables - Colin - 500ml - nos	3402	4	73.00	292.00	18	52.56
4	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	4	78.00	312.00	18	56.16
5	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	4	73.00	292.00	18	52.56
6							
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IGST	CGST	SGST	Total Taxable Amount	1,348.00		208.08
	104.04	104.04	Total Invoice Amount	1,556.08		

Rupees : One Thousand Five Hundred Fifty Six and Paise Eight Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

INWARD 67127 4/7/20

Purchase Order

 30-06-2020 16:10:15

68447
24.06.20 12:19:13

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	**Doc No**	68447	155818
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	30-06-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	30-06-2020	
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	4009 - Consumables - Coconut Broom - other - nos	12.00	16.00	0.00	0.00	192.00
2	4022 - Consumables - Dettol - NA - nos *hand wash*	4.00	65.00	0.00	18.00	306.80
3	4014 - Consumables - Colin - 500ml - nos	4.00	73.00	0.00	18.00	344.56
4	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	4.00	78.00	0.00	18.00	368.16
5	4035 - Consumables - Harpic - Cleaner - 500ml - nos	4.00	73.00	0.00	18.00	344.56
				Total Order Value . . .		**1,556.08**

Rupees : One Thousand Five Hundred Fifty Six and Paise Eight Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	On complete delivery of all maerials only.
Tax	Inclusive of all GST taxes
Delivery Date	Next 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	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : 01/07/2020

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	SOVLLP	Date:	24-06-2020
Site & Phase :	Silver Oak Villas	Time:	11.00
Supplier		Req. No.	155818
Material required before date: 30-06-2020		ID No.	57929

No	Description	Size	Quantity	Units	Inward No	Date
1	Coconut brooms		12	Nos		
2	Handwash		04	Nos		
3	Colin		04	Nos		
4	Lizol		04	Nos		
5	Harpic		04	bottles		
6						
7						
8						
9						
10						

PO 68447

APPROVED
01 JUL 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: -For Site Office use purpose

Prepared By	G. Mona	Approved by	
Sign.& Date	24-06-2020	Sign. & Date	

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

Company Name:	Silver Oak Villas LLP	Date:	21.02.2020
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						

Remarks: -For Level markings and plastering purpose

Prepared By	G.Mona	Approved by	
Sign.& Date	21.02.2020	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.	10074
Silver Oak Villas LLP	DC Date.	01-07-2020
Sy No. 291, Phase IX, Cherlapally, Hyderabad	PO No.	68447
	PO Date.	30-06-2020
	Req ID	57922
	Req Date	25-06-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155818

	Description of Goods	HSN/SAC	Qty
1	4009 - Consumables - Coconut Broom - other - nos	9603	12
2	4022 - Consumables - Dettol - NA - nos	3401	4
3	4014 - Consumables - Colin - 500ml - nos	3402	4
4	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	4
5	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	4
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25	INWARD TIME: 11:30		
26	Inward No. 14410 Dt: 01/7/20		
27	MRN No: 80649 Dt: 01/7/20.		
28	Received By: Sign		
29			
30	SILVER OAK VILLAS LLP		

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

INWARD No: 39515 Date: 4/7/20 Sign:

Authorised signatory

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

TRANSIT COPY

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
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GSTIN : 36ADBFS3288A2Z7	Loc Req No	155818

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11:30

14410 01/7/20

Received By

SILVER OAK

IGST	CGST	SGST	Total Taxable Amount	1,348.00		208.08
	104.04	104.04	Total Invoice Amount	1,556.08		

Rupees : One Thousand Five Hundred Fifty Six and Paise Eight Only.

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