PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	8-7-20	Prepared by:	T.Bhasker
PO/WO no.	68242	PO / WO Date.	155817 24/6/20
Supplier Name	Prafful Sanitary	PO/WO amount	326
Firm/Company	SOVCCP	Project	SOV
Sl. No.	Bill No.	Bill Date	Bill amount
1.	139	25/6/20	326
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			326

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			80545	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No

Amount B –Other Credits :	–
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	326
Amount E – PO / WO value:	326
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	11/7/20

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	8.7.20						

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/-

GST INVOICE

(ORIGINAL FOR RECIPIENT)

Praful Sanitary 3-6-429/6,SRI SAI TOWER, St.No.4 HIMAYAT NAGAR HYDERABAD GSTIN/UIN: 36ACWPG4864A1ZG State Name : Telangana, Code : 36 E-Mail : prafulsanitary@gmail.com	Invoice No. **PS/20-21/ 139**	Dated **25-Jun-2020**
	Delivery Note **Invoice**	
	Supplier's Ref.	Other Reference(s) **Credit**
Buyer **Silver Oak Villas LLP** 5-4-187/3&4, IInd Floor, M.G. Road Secunderabad GSTIN/UIN : 36ADBFS3288A2Z7 State Name : Telangana, Code : 36	Buyer's Order No. **68242**	Dated **24-Jun-2020**
	Despatch Document No. **Invoice**	Delivery Note Date **25-Jun-2020**
	Despatched through **Self**	Destination **Cherlapally**

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**15x150mm G I Nipple**	7307	18 %	**20 No:**	17.25	No:	20 %	**276.00**
	Output CGST							**24.84**
	Output SGST							**24.84**
	ROUNDING OFF							**0.32**
	Total			**20 No:**				**₹ 326.00**

INWARD
No. 6931
Date 1/7/20
Sign

Amount Chargeable (in words) *E. & O.E*

Indian Rupees Three Hundred Twenty Six Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
7307	276.00	9%	24.84	9%	24.84	49.68
Total	**276.00**		**24.84**		**24.84**	**49.68**

Tax Amount (in words) : **Indian Rupees Forty Nine and Sixty Eight paise Only**

Company's PAN : **ACWPG4864A**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for Praful Sanitary

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

INWARD WITH TIME:
Inward No. 14399 Dt: 27/6/20
MRN No: 80544 Dt: 20/6/20
Received By: Sign:
SILVER OAK VILLAS LLP

Purchase Order

 24-06-2020 2:36:42 PM

68242
24.06.20 12:19:11

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			
Praful Sanitary 3-6-138/5, Himayat Nagar, Hyderabad.	**Doc No**	68242	155817
	Doc Date	24-06-2020	
	Quote No	Nil	
GSTIN 36ACWPG864A1ZG 40077300	**Quote Date**	24-06-2020	
65526886. 9849624797	**SupplyType**	Supply	

Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7069 - Plumbing - GI - Nipple - other - nos 1/2" x 4"	20.00	17.25	20.00	18.00	325.68
	Total Order Value . . .					**325.68**

Rupees : Three Hundred Twenty Five and Paise Sixty Eight 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 3 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
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Breakage in your account. Above order for V.no.130 to 136 part 3 purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : __________

Accepted the above Terms And Conditions

For ***Praful Sanitary***

Name : __________

Date : __/__/____

Requisition Form

Company Name:	SOVLLP	Date:	23-06-2020
Site & Phase :	Silver Oak Villas	Time:	11.00
Supplier		Req. No.	155817
Material required before date:	29-06-2020	ID No.	57871

No	Description	Size	Quantity	Units	Inward No	Date
1	Brass Ball Valve 68241	1/2"	10	Nos		
2	GI Nipple 68242	1/2"	20	Nos		
3	Teflon tape		10	Nos		
4						
5						
6						
7						
8						
9						
10						

APPROVED
24 JUN 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: -For Plumbing work from Villa no: 130 to 136 part-3 purpose

Prepared By	G. Mona	Approved by	
Sign.& Date	23-06-2020	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.