PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	31/7/20	Prepared by:	V. Ravali
PO/WO no.	62998	PO / WO Date.	9/11/2019
Supplier Name	Sri sai vithal Enterprises	PO/WO amount	1,40,000/-
Firm/Company	Villa orchids wbp	Project	VOC
Sl. No.	Bill No.	Bill Date	Bill amount
1.	31	6/6/20	10,000/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			10,000/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	468	18/3/20	78567	☑ ~~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:				10,000/-
Amount E – PO / WO value:				1,40,000/-
Amount F – Difference (A – E):				1,30,000/-

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	7/8/20
Remarks:	Short received.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	V. Ravali	[signature]	[signature] APPROVED 01 AUG 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	31/7/20.	1/8/20					

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

TAX INVOICE ✆ : 8367679193

SRI SAI VISHAL ENTERPRISES

FLY ASH BRICKS

Factory : Godumakunta Vill., Keesara Mdl, Medchal Dist.

Office : Street No. 17, Tarnaka, Secunderabad.

GSTIN : 36ACZPL1512H1ZF

(COMPOSITION TAXABLE PERSON NOT ELIGIBLE TO COLLECT TAX ON SUPPLIES)

M/s Vina orchids LLP
Kowker

Party GSTIN 36AANFG4817C1ZH

Inv. No. [redacted] 031 Date : 06.06.20
D.C. No. Date :
P. O. 62998 Date : 8.11.19
Payment
State : **TELANGANA** Code : **36**

S.No.	PARTICULARS	HSN CODE	QTY.	RATE	UNIT	AMOUNT Rs. Ps.
1.	20 mm Metal					
2.	Baby Chips					
3.	Stone Dust					
4.	Sand					
5.	Red Mutti					
6.	Granite					
7.	40mm Hand Metal					
8.	Crusher Sand					
9.	12mm Metal					
10.	Cement Solid Bricks — 4x8x16 solid		500	20/-	NOS	10,000=00

MASDI PROPERTIES PVT. LTD.
INWARD
No. 67545
Date 16/7
Sign.
SEC'BAD

Rupees in words Ten Thousand only

TOTAL	10,000=00
SGST @ %	–
CGST @ %	–
GRAND TOTAL	10,000=00

E. & O.E.

For **SRI SAI VISHAL ENTERPRISES**

SRI SAI VISHAL ENTERPRISES

Bill NO: 031 villa orchids clp DATE: 06.06.20

DATE	V.NO	DC.NO	4 X8X16	PO.NO	PO.DATE
18.03.20	0811	468	500 Nos	62998	08.11.19
		Total	500 Nos		

Purchase Order

 09-11-2019 14:54:38

62998
05.11.19 3:47:33

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

Supplier Details			
Sri Sai Vishal Enterprises 12-13-167,Street no 17, Tarnaka, Medchal, Malkajgiri, Tellangana-500017. **GSTIN** 36ACZPL1512H1ZF 9391029193 9391029193	**Doc No**	62998	63028
	Doc Date	09-11-2019	
	Quote No	Nil	
	Quote Date	20-05-2019	
	SupplyType	Supply	

Kind Attn : Akula Lakshmi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	1005 - Building material - Cement Solid Blocks - 6 In x8 In x16 In - nos	3,000.00	30.00	0.00	0.00	90,000.00
2	1004 - Building material - Cement Solid Blocks - 4 In x8 In x16 In - nos	2,500.00	20.00	0.00	0.00	50,000.00
				Total Order Value . . .		**140,000.00**

Rupees : One Lakh(s) Fourty Thousand Only.

Terms and Conditions :-

Specification / Brand	Items shall be of 25kgs approx.Strength minimum 30kgs/cm2, QC report a must!
Payment Terms	Within 30 days of delivery of all materials & production of bill.
Tax	All taxes included in above price.
Delivery Date	As per request of Project Manager
Delivery Location	Villas Orchids Behind: Janapriya, Kowkur. Phone. 9502232100/9502266233
Penality For Delay	Bills must be submitted to H.O. within 30days of supply of material. 10% plty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price.
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. 220 & 221.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

O.B - 4" - 2500
B-120 - 800
1700 B on 23/11/19

O.B - 6" - 3000
B-234 2650
350 B on 11/02/20

B-255 - 500
1200 - B.on - 9/3/20.

B-31 - 500
700 - B.on 31/7/20.

For *Villa Orchids LLP*

Authorised Signatory

Name : ______________ 8/11/19

Accepted the above Terms And Conditions

For *Sri Sai Vishal Enterprises*

Name : ______________

Date : __/__/____

Requisition Form

ıny Name:	VOC LLP	Date:	08.11.19
Phase :	VOC	Time:	10.00
er	knr	Req. No.	63028
al required before date: 10.11.19		ID No.	52954

Description	Size	Quantity	Units	Inward No	Date
Solid bricks 62998	6" x8" x16"	3000	Nos		
solid bricks	4" x8" x16"	2500	nos		

ks:For Villa 220 & 221 Brick work purpose

APPROVED BY
- 9 NOV 2019
SOHAM MODI
MANAGING DIRECTOR

d By	A Suresh	Approved by	
Date	08.011.19	Sign. & Date	

n receipt of material at site write inward number and date in last 2 columns.

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. 220 & 221.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

08/11/18

APPROVED BY
- 9 NOV 2019
SOHAM MODI
MANAGING DIRECTOR

or Villa Orchids LLP
uthorised Signatory

Draft PO for Approval

Accepted the above Terms And Conditions
For *Sri Sai Vishal Enterprises*

Name : ______________

Name : ______________

Date : __/__/____

DELIVERY CHALLAN ✆ : 8367679193

SRI SAI VISHAL ENTERPRISES

FLY ASH BRICKS

Factory : Godumakunta Vill., Keesara Mdl, Medchal Dist.
Office : Street No. 17, Tarnaka, Secunderabad.

GSTIN: 36ACZPL1512H1ZF

No. 468 Date : 18/03/20

M/s. Vills orchids LLP Kowkur

P.O. No. 62998 Date :

No.	PARTICULARS	BRICK SIZE	QUANTITY
1)	solid Bricks	4x8x16	500
	V.NO. T.S. 08 UE 0811		
	Time. 10. AM.		
	Driver. Raju		
		Total	500

INWARD
Inward No: 14919 Dt: 18/03/20
VRN No: 78562 Dt: 20/03/2020
Received By: Signature:
VILLA ORCHID LLP

11:51

PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 39554
Date
Sign 6/7

Received the above material in good condition

For **SRI SAI VISHAL ENTERPRISES**

Venkat

Receiver's Signature

Cement Blocks – Weekly Delivery Report

Company/ firm:	VOC LLP	Requisition nos.:	63028	Total PO quantity:	5500
Project:	VOC	PO No(s).	62998	Quantity delivered in earlier period:	3000
Block /Flat / Villa no.:	-	Total material delivered	Yes/ No	Quantity delivered during week:	500
Supplier:	Sri sai vishal enterprises	Close PO:	NO	Balance quantity to be delivered:	2000
Sign of security		Sign of Admin		Sign of Project manager	
Date	02.07.2020	Date	02.07.2020	Date	02.07.202

Details of solid blocks – delivered in earlier period.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.							
2.							
	Total:						

Details of solid blocks – delivered during the week.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
3.	18.03.2020	11:51	4X8X16	500	468	14919	78567
4.							
	Total:			500			

Remarks:

Note: 1. Report to be sent to HO every Saturday with delivery challans of this week with photos. 2. Report must have totals calculated. 3. Specify block size and block type (solid / hollow). 4. Total quantity and delivered quantity includes all types of blocks.

Certified by:
S. Sharvani
Asst. Engineer
VILLA ORCHIDS LLP

APPROVED BY
02 JUL 2020
A. SURESH
PROJECT MANAGER