PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	14/08/2020	Prepared by:	T.D. Murthy
PO/WO no.	66561	PO / WO Date.	10/03/2020
Supplier Name	Sri Rama Flyash Bricks	PO/WO amount	Rs. 59,378/-
Firm/Company	Villa Orchid LLP	Project	VOC
Sl. No.	Bill No.	Bill Date	Bill amount
1.	447	01/08/2020	Rs. 16,748/-
2.	-	-	-
3.	-	-	-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 16,748/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	– Delivery report is enclosed –			☐ 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:	Rs. 16,748/-
Amount E – PO / WO value:	Rs. 59,378/-
Amount F – Difference (A – E):	Rs. 42,630/-
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	**22/08/2020**
Remarks**: <u>Part bill received.</u>**	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	14/8/20						

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 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

Cell : 9246043189
7780156205

SRI RAMA FLYASH BRICKS

Sy. Nos. 215, Hema Nagar, Boduppal, Hyderabad,
Ranga Reddy Dist., TELANGANA - 500092

36AKTPG8982A1ZR

No. 447

Date : 01-08-2020

M/s. villa orchids LLP,
M.G. Road, Secunderabad
GSTIN - 36AANFG4817C1ZH

TIN No. .... Date : ....

Order No. 66561-63264 Date : 10-03-2020

Sl. No.	PARTICULARS	Size	Quantity	Rate Per	Amount Rs.	Ps.
	6+8+16 cement solid blocks	200x200x400				
	DC NO:- 1477	200x150x400	550	29-00	15950 -	00
		200x100x400				
			S. TOTAL		15950 -	00
			CGST	2.5%	399 -	00
			SGST	2.5%	399 -	00
			G.TOTAL		16748 -	00

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 68125
Date 8/8
Sign.

*Goods once sold will not be taken back
*Our risk and responsibility ceases when the goods are delivered or dispatched.

For **SRI RAMA FLYASH BRICKS**

Authorised Signatory

Receiver's Signature

Cement Blocks – Weekly Delivery Report

Company/ firm:	VOC LLP	Requisition nos.:	63264	Total PO quantity:	1950
Project:	VOC	PO No(s).	66561	Quantity delivered in earlier period:	450
Block /Flat / Villa no.:	Villa no.127	Total material delivered	Yes/ No	Quantity delivered during week:	550
Supplier:	Sri ram fly ash bricks	Close PO:	NO	Balance quantity to be delivered:	950
Sign of security		Sign of Admin		Sign of Project manager	
Date	03.08.2020	Date	03.08.2020	Date	03.08.2020

Details of solid blocks – delivered in earlier period.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
	12.03.2020	11.15	6X8X16	450	977	14889	78179
	Total:						

Details of solid blocks – delivered during the week.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.	01.08.2020	10:31	6X8X16	550	1477	15197	81680
2.							
	Total:			550			
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.

APPROVED BY

0 3 AUG 2020

A. SURESH
PROJECT MANAGER

DELIVERY CHALLAN

SRI RAMA FLYASH BRICKS

Mfrs in : All Type of Solid Bricks

Sy. Nos. 215, Hema Nagar, Boduppal, Hyderabad,
Ranga Reddy Dist., TELANGANA - 500092

Cell : 9246043189, 7780156205

36AKTPG8982A1ZR

Po No: 66561 - 63264

No. 1477 Date : 01/08/2020

M/s Villa Orchids LLP

Name : Villa Orchids LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 110249
Date 5/8
Sign.

Vehicle No. TS08UE 9402 Time

Material : 6x8x16 Solid Bricks Qty. 550

INWARD
Inward No: 15197 Dt: 01/08/20
MRN No: 81680 Dt: 01/08/20
Sign
Received By
VILLA ORCHIDS LLP
10:31

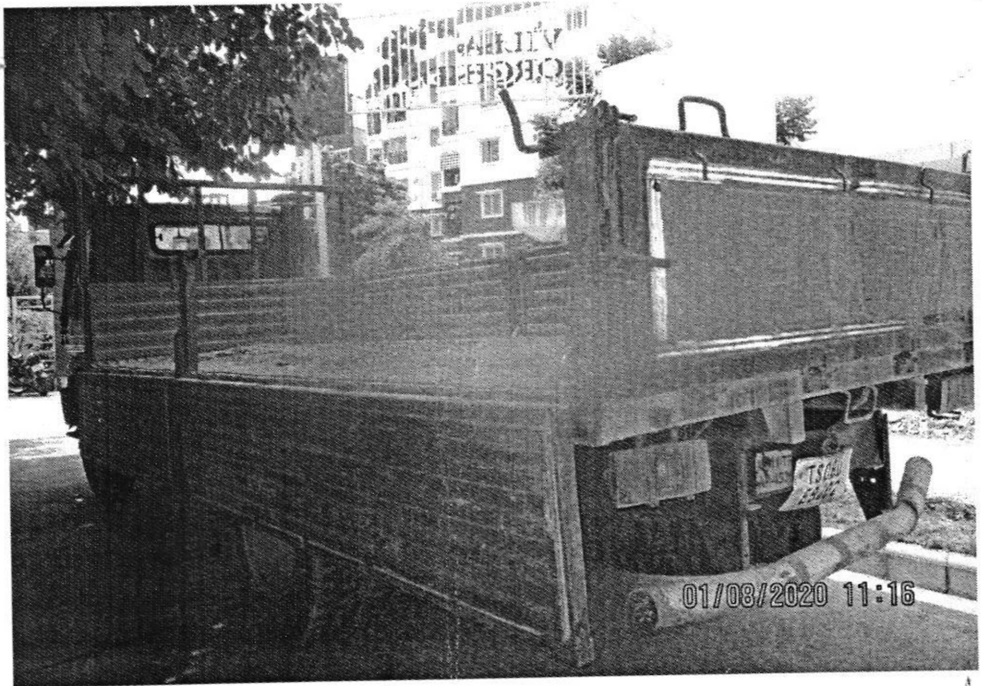
Mahesh

Driver's Signature

Authorised Signature


TS08U
E9402
01/08/2020 10:31


01/08/2020 10:31


01/08/2020 11:16

Purchase Order

 14-08-2020 17:16:09 Original / Office Copy / Purchase Div.Copy

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 Rama Flyash Bricks	**Doc No**	66561 63264
Sy no-215, Hema Nagar, Boduppal, Hyderabad, Ranga Redy(Dist), Telangana-500092	**Doc Date**	10-03-2020
	Quote No	Nil
GSTIN 36AKTPG8982A1ZR	**Quote Date**	10-03-2020
9246043189 9246043189	**SupplyType**	Supply

Kind Attn : G.Prasad

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	1,950.00	29.00	0.00	5.00	59,377.50
				Total Order Value . . .	**59,377.50**

Rupees : Fifty Nine Thousand Three Hundred Seventy Seven and Paise Fifty Only.

Terms and Conditions :-

Specification /	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	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 site use purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

→ Part bill received of Rs. 16,744 and bal. bill of Rs 42,680/- to be receivable.
14/8/20

B no. 447
1/8/20.

→ Original O/copy misplaced. please give an "NOC" for Bill Clearance
14/8/20.

For *Villa Orchids LLP*
Authorised Signatory

Accepted the above Terms And Conditions
For *Sri Rama Flyash Bricks*

Name : ____________ Name : ____________ Date : __/__/____