

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 21/8/20.		Prepared by: SOWMYA	
PO/WO no. 68851/68852		PO / WO Date. 15/7/20.	
Supplier Name Sh. S. pushpalatha		PO/WO amount 1,198 + 7,086.	
Firm/Company Serene Constructions		Project Serene farms.	
Sl. No.	Bill No.	Bill Date	Bill amount
1.	177	8/8/20.	10,568
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			10,568
Sl. No.	DC No	DC. Date	MRN No. DC matches MRN
1.			81898 ☒ 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:			10,568
Amount E – PO / WO value:			8,284.
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		29.8.2020	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	<i>Sowmya</i>		
Date	21/8/20		

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/-

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. Serene Constructions LLP
Yenkapally

Sl.No. 177

Date 08/08/2020

Party's GSTIN

P.O. No. 68851+68852

S.No.	PARTICULARS	HSN Code	Qty.	Rate	Amount Rs.	Ps.
1	Supply of plants.		127 No.		10,568.90	
 TS OTUR 8644 INWARD Inward No: <u>5020</u> Dt: <u>08-08-20</u> MRN No: <u>898</u> Dt: <u>10/8/2020</u> Received By: <u>Chandee</u> Sign: <u>[Signature]</u> Serene Construction (Hyd) LI MRN No: <u>81898281899</u>						
G.TOTAL					10,568.90	

Rupees in words: Ten Thousand five hundred
sixty Eight only.Y. PUSHPALATHA

Authorised Signature

Purchase Order

Page(s) 1 Of 1

20-07-2020 4:51:51 PM



68852

15.07.20 12:16:57

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details

Y PUSHPALATHA
4-1270,Marthanda nagar, New Hafeezpet, Ranga Reddy Dist, Hyderabad

GSTIN 36APYPY9568E1ZM

8897895924

Doc No	68852	150294
Doc Date	15-07-2020	
Quote No	Nil	
Quote Date	15-07-2020	
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 Grapes	5.00	50.00	0.00	6.00	265.00
2 6031 - Miscellaneous - Plants - NA - nos Banna	5.00	30.00	0.00	6.00	159.00
3 6031 - Miscellaneous - Plants - NA - nos Sapota	8.00	35.00	0.00	6.00	296.80
4 6031 - Miscellaneous - Plants - NA - nos Date Farms	10.00	15.00	0.00	6.00	159.00
5 6031 - Miscellaneous - Plants - NA - nos Chico	5.00	60.00	0.00	6.00	318.00
Total Order Value . . .					1,197.80

Rupees : One Thousand One Hundred Ninty Seven and Paise Eighty 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 Serene Farms
Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503
Phone. ..

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 Plants required for
V.no.7,17,36,37,40,44,45,46,47 purpose.

Completion Date Nil**Measurment** Nil**Security** Nil**Remarks**

APPROVED BY
22 JUL 2020
SOHAM MODI
MANAGING DIRECTOR

For **Serene Constructions LLP**

Authorised Signatory

Name :

Name : _____

Accepted the above Terms And Conditions

For **Y PUSHPALATHA**

Date : __/__/__

Requisition Form

Company Name:	Serene Constructions LLP	Date:	13-07-2020
Site & Phase :	Serene Farms	Time:	16.20
Supplier		Req. No.	150294
Material required before date:	Urgent	ID No.	58478

No	Description	Size	Quantity	Units	Inward No	Date
1	Grapes	Std	05	Nos		
2	Banana	Std	05	Nos		
3	Sapota	Std	08	Nos		
4	Date Farm	Std	10	Nos		
5	Chico	Std	05	Nos		
6						
7						
8						
9						
10						

Remarks: The above Plants are required for Villa nos 07,17,36,37,40,44,45,46&47 Villas at Site.

Prepared By	M Mahesh	Approved by
Sign.& Date	13-07-2020	Sign. & Date

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



Estimate/Draft PO

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15-07-2020 12:23:16 PM

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From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details

Y PUSHPALATHA
4-1270,Marthanda nagar, New Hafeezpet, Ranga Reddy Dist, Hyderabad

GSTIN 36APYPY9568E1ZM

8897895924

Doc No	68852	150294
Doc Date	15-07-2020	
Quote No	Nil	
Quote Date	15-07-2020	
SupplyType	Supply	

Kind Attn : Radha Krishna

Estimate/Draft PO for the Supply of following Items.

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2 6031 - Miscellaneous - Plants - NA - nos Banna	5.00	30.00	0.00	6.00	159.00
3 6031 - Miscellaneous - Plants - NA - nos Sapota	8.00	35.00	0.00	6.00	296.80
4 6031 - Miscellaneous - Plants - NA - nos Date Farms	10.00	15.00	0.00	6.00	159.00
5 6031 - Miscellaneous - Plants - NA - nos Chico	5.00	60.00	0.00	6.00	318.00
Total Order Value . . .					1,197.80

Rupees : One Thousand One Hundred Ninty Seven and Paise Eighty 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** Serene Farms
Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503
Phone. ..**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 Plants required for V.no.7,17,36,37,40,44,45,46,47 purpose.**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Serene Constructions LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Y PUSHPALATHA**

Name : _____

Name : _____

Date : __/__/__

Purchase Order

Page(s) 1 Of 2

20-07-2020 2:09:16 PM

68851
15.07.20 12:16:57

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details

Y PUSHPALATHA
4-1270,Marthanda nagar, New Hafeezpet, Ranga Reddy Dist, Hyderabad

GSTIN 36APYPY9568E1ZM

8897895924

Doc No	68851	150293
Doc Date	15-07-2020	
Quote No	Nil	
Quote Date	15-07-2020	
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 Mango	12.00	50.00	0.00	6.00	636.00
2 6031 - Miscellaneous - Plants - NA - nos Mango (Alphonso)	3.00	70.00	0.00	6.00	222.60
3 6031 - Miscellaneous - Plants - NA - nos Custard Apple	10.00	15.00	0.00	6.00	159.00
4 6031 - Miscellaneous - Plants - NA - nos Guva	5.00	35.00	0.00	6.00	185.50
5 6031 - Miscellaneous - Plants - NA - nos Pomogranate	14.00	50.00	0.00	6.00	742.00
6 6031 - Miscellaneous - Plants - NA - nos Jamun	10.00	75.00	0.00	6.00	795.00
7 6031 - Miscellaneous - Plants - NA - nos Lime	10.00	50.00	0.00	6.00	530.00
8 6031 - Miscellaneous - Plants - NA - nos Sweet Lime	10.00	50.00	0.00	6.00	530.00
9 6031 - Miscellaneous - Plants - NA - nos Amla	10.00	60.00	0.00	6.00	636.00
10 6031 - Miscellaneous - Plants - NA - nos Hybrid Coconut	10.00	250.00	0.00	6.00	2,650.00
Total Order Value . . .					7,086.10

Rupees : Seven Thousand Eighty Six and Paise Ten 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 Serene Farms
Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503
Phone. ..

Penalty For Delay Nil

Transportation Cost Extra.

For **Serene Constructions LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Y PUSHPALATHA**

Date : __/__/__

APPROVED BY
27 JUL 2020
SOHAM MCDI
MANAGING DIRECTOR

Purchase Order

Page(s) 2 Of 2

20-07-2020 2:09:16 PM

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Warranty Nil
Advance Paid Nil
Other Terms
Completion Date Nil
Measurment Nil
Security Nil
Remarks

We reserve the right to reject items not conforming to quality and specifications. Above order for Plants required for V.no.1,13,25,30 purpose.

For **Serene Constructions LLP**

Authorised Signatory


Name : _____

Accepted the above Terms And Conditions

For **Y PUSHPALATHA**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		Serene constructions llp		Date:		13-07-2020	
Site & Phase :		SERENE FARMS		Time:		16.15	
Supplier				Req. No.		150293	
Material required before date:			urgent		ID No.		58477

No	Description	Size	Quantity	Units	Inward No	Date
1	Mango	Std	12	Nos		
2	Mango (Alphanso)	Std	03	Nos		
3	Custard Apple	Std	10	Nos		
4	Guava	Std	05	Nos		
5	Pomogranate	Std	14	Nos		
6	Jamun	Std	10	Nos		
7	Lime	Std	10	Nos		
8	Sweet Lime	Std	10	Nos		
9	Amla	Std	10	Nos		
10	Hybrid Coconut	Std	10	Nos		

Remarks: The Above Materials is required for Electrical Work in Villas 01,13,25&30 at Site.

Prepared By	M Mahesh	Approved by	
Sign. & Date	13-07-2020	Sign. & Date	

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

APPROVED BY
13 JUL 2020
SOHAM MODI
MANAGING DIRECTOR

Estimate/Draft PO

Page(s) 1 Of 2

15-07-2020 12:23:16 PM

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From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details

Y PUSHPALATHA
4-1270,Marthanda nagar, New Hafeezpet, Ranga Reddy Dist, Hyderabad

GSTIN 36APYPY9568E1ZM

8897895924

Doc No	68851	150293
Doc Date	15-07-2020	
Quote No	Nil	
Quote Date	15-07-2020	
SupplyType	Supply	

Kind Attn : Radha Krishna

Estimate/Draft PO for the Supply of following Items.

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3 6031 - Miscellaneous - Plants - NA - nos Custard Apple	10.00	15.00	0.00	6.00	159.00
4 6031 - Miscellaneous - Plants - NA - nos Guva	5.00	35.00	0.00	6.00	185.50
5 6031 - Miscellaneous - Plants - NA - nos Pomogranate	14.00	50.00	0.00	6.00	742.00
6 6031 - Miscellaneous - Plants - NA - nos Jamun	10.00	75.00	0.00	6.00	795.00
7 6031 - Miscellaneous - Plants - NA - nos Lime	10.00	50.00	0.00	6.00	530.00
8 6031 - Miscellaneous - Plants - NA - nos Sweet Lime	10.00	50.00	0.00	6.00	530.00
9 6031 - Miscellaneous - Plants - NA - nos Amla	10.00	60.00	0.00	6.00	636.00
10 6031 - Miscellaneous - Plants - NA - nos Hybrid Coconut	10.00	250.00	0.00	6.00	2,650.00
Total Order Value . . .					7,086.10

Rupees : Seven Thousand Eighty Six and Paise Ten 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 Serene Farms
Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503
Phone. ..
Penalty For Delay Nil
Transportation Cost Extra.

APPROVED BY
16 JUL 2020
SOHAM MODI
MANAGING DIRECTOR

For **Serene Constructions LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Y PUSHPALATHA**

Name : _____

Name : _____

Date : __/__/__

Estimate/Draft PO

Page(s) 2 Of 2

15-07-2020 12:23:16 PM

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Warranty

Nil

Advance Paid

Nil

Other Terms

We reserve the right to reject items not conforming to quality and specifications. Above order for Plants required for V.no.1,13,25,30 purpose.

Completion Date

Nil

Measurment

Nil

Security

Nil

Remarks

For **Serene Constructions LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Y PUSHPALATHA**

Name : _____

Name : _____

Date : __/__/__