PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	1/9/20	Prepared by:	T. Bhash
PO/WO no.	69667	PO / WO Date.	25/8/20
Supplier Name	Naveen Metal udyog	PO/WO amount	31860
Firm/Company	SOVLLP	Project	SOV
Sl. No.	Bill No.	Bill Date	Bill amount
1.	094	26/8/20	31860
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			31860

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			82342	☐ 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:				31860
Amount E – PO / WO value:				31860
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	5/9/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	1/9/20						

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 No. : 36AGOPD8982C1Z4

TAX INVOICE
~~CASH~~ / CREDIT

Phone : 27712497
40042626

NAVEEN METAL UDYOG

4-5-155, PAN BAZAR, SECUNDERABAD - 500 003.
E-mail : nmuhyd@yahoo.co.in

M/s. SILVER OAK VILLAS LLP
M. G. ROAD,
SECUNDERABAD

Phone ______ Fax ______

GST No. 36ADBFS3288A2Z7

Invoice No. : 094 Date : 26/08/20

P. O. No. & Date : 69667/155939 25/08/20

D. C. No. : Date :

Desp. Through : TS-10-UB-5649

HSN Code	PARTICULARS	Qty.	Unit Price	AMOUNT
7314	W. Mesh	6 Rolls	4500/- ea	27000=00
			SUB TOTAL	27000=00
				—
			SGST @ 9%	2430=00
			CGST @ 9%	2430=00
			IGST @	—
			G. TOTAL	31860=00

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 68782
Date 31/8
Sign.

INWARD WITH TIME:
Inward No. 1443 Dt: 26/8/20
MRN No: 82342 Dt: 27/8/20
Received By: Sign:
SILVER OAK VILLAS LLP

BANK : **UNITED BANK OF INDIA** Branch : M. G. Road, Secunderabad.
A/c. No. : 0625210318512 IFSC Code : UTBioSEC813

Rupees Thirty One thousand eight hundred and Sixty Only

1. Goods once sold will not be taken back and No claim for shortage of damage will be entertained unless lodged within 24 hours.
2. Interest will be charged @ 18% per annum if payment is not made within 30 days.
3. Our responsibility ceases no sooner goods are handed over to the carrying agency.
4. Payment strictly by Account Payees Cheques only.
5. Subject to Secunderabad Jurisdiction only.

E & O. E.

For **NAVEEN METAL UDYOG**

Authorised Signatory

Purchase Order

 25-08-2020 14:41:53

69667
14.08.20 11:47:15

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			
Naveen Metal Udyog	**Doc No**	69667	155939
4-5-155, Pan Bazar, Sec-bad-03.	**Doc Date**	25-08-2020	
	Quote No	Nil	
GSTIN 36AGOPD8982C1Z4 27712497.	**Quote Date**	28-07-2020	
66382026. 9246297667	**SupplyType**	Supply	

Kind Attn : Mr.Surpat Singh Dugar/ Nikil Dugar

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	2287 - Carpentry - hardware - MS Mesh - Others - sft *5' x 50' - 8 guage - 6 bundles*	1,500.00	18.00	0.00	18.00	31,860.00
				Total Order Value . . .		**31,860.00**

Rupees : Thirty One Thousand Eight Hundred Sixty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation. Size - 2" x 2"
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all 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 V.no. 97 elevation plastering work purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : 26/08/2020

Accepted the above Terms And Conditions

For ***Naveen Metal Udyog***

Name : ____________________

Date : __/__/____

MEMO

DATE & FROM:	TO & REMARKS.
19/8/20 T.D. [illegible]	TO M.D. Sir. Sov sili require welded Mesh 1"x1" - 8 guage, but these thickness is not available in 1"x1". it is available in 10 guage only. Estimate is attached. Please suggest.
Sonam 21/8/20	Need in 2"x2" not 1"x1"
	18/- per [illegible]

Requisition Form

Company Name:	Silver Oak Villas LLP	Date:	13-08-2020
Site & Phase :	Silver Oak Villas	Time:	11.00
Supplier		Req. No.	155939
Material required before date:	20-08-2020	ID No.	59141

No	Description	Size	Quantity	Units	Inward No	Date
1	Welded Mesh (1" X 1")	8 Gauge	1500	Sft		
2	Anchor set chemical	1 kg	10	Packets		
3						
4						
5	69667					
6						
7		available in 10 guage - 3mm thick				
8		(5' x 50')				
9		Each bundle.	22+18% - per sft			

Remarks: -For V.no 97 purpose elevation plastering work purpose.

Prepared By	K.Purshotham	Approved by	
Sign.& Date	13-08-2020	Sign. & Date	

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

APPROVED BY
14 AUG 2020
SOHAM MODI
MANAGING DIRECTOR

Company Name: Silver Oak Villas LLP Date: 13-08-2020

Estimate/Draft PO

 19-08-2020 12:09:51 Original / Office Copy / Purchase Div.Copy

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

Draft PO for Approval

Supplier Details

Naveen Metal Udyog
4-5-155, Pan Bazar, Sec-bad-03.

GSTIN 36AGOPD8982C1Z4 27712497.
66382026. 9246297667

Doc No	69667	155939
Doc Date	19-08-2020	
Quote No	Nil	
Quote Date	28-07-2020	
SupplyType	Supply	

Kind Attn : Mr.Surpat Singh Dugar/ Nikil Dugar

Estimate/Draft PO for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2287 - Carpentry - hardware - MS Mesh - Others - sft *5' x 50' - 10 guage(3mm thick) - 6 bundles*	1,500.00	23.00	0.00	18.00	40,710.00
			Total Order Value . . .			**40,710.00**

Rupees : Fourty Thousand Seven Hundred 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	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 V.No. 97 elevation plastering purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

T. D. Npuuu 19/8/20. 19/8

For *Silver Oak Villas LLP*
Authorised Signatory

Draft PO for Approval

Accepted the above Terms And Conditions
For ***Naveen Metal Udyog***

Name : ______________ Name : ______________ Date : __/__/____