PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	4/9/20.	Prepared by:	SOWMYA
PO/WO no.	69643	PO / WO Date.	18/8/20
Supplier Name	SS llp.	PO/WO amount	7,328
Firm/Company	SOV llp	Project	SOV llp
Sl. No.	Bill No.	Bill Date	Bill amount
1.	13011	3/9/20.	1,852
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,852

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	10990	3/9/20	82592	☑ 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:	1,852
Amount E – PO / WO value:	7,328
Amount F – Difference (A – E):	– 5476

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	**12.9.2020**

Remarks: Final bill received.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]					
Date	4/9/20	8/9/20					

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/-

TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003 ORIGINAL INVOICE

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	13011
Silver Oak Villas LLP	Invoice Date.	03-09-2020
SY NO. 291, Cherlapally, Hyderabad	PO No.	69643
	PO Date.	18-08-2020
	Req ID	59142
GSTIN : 36ADBFS3288A2Z7	Req Date	13-08-2020
	Loc Req No	155936

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4041 - Consumables - Mopping stick - NA - nos	9603	10	125.00	1,250.00	18	225.00
2	4000 - Consumables - Acid - NA - ltrs	2806	20	16.00	320.00	18	57.60
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	1,570.00	282.60
	141.30	141.30	Total Invoice Amount	1,852.60	

Rupees : One Thousand Eight Hundred Fifty Two and Paise Sixty Only.

MODI PROPERTIES PVT. LTD. SECUNDERABAD
INWARD
No. 69055
Date. 5/9
Sign.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 18-08-2020 14:32:55

69643
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			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	69643	155936
	Doc Date	18-08-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	18-08-2020	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4041 - Consumables - Mopping stick - NA - nos	10.00	125.00	0.00	18.00	1,475.00
2	4009 - Consumables - Coconut Broom - other - nos	15.00	16.00	0.00	0.00	240.00
3	7109 - Plumbing - other - Araldite - other - gms	6.00	577.50	0.00	18.00	4,088.70
4	4057 - Consumables - Sponges - NA - nos	100.00	8.30	0.00	18.00	979.40
5	4000 - Consumables - Acid - NA - ltrs	20.00	16.00	0.00	18.00	377.60
6	4040 - Consumables - Mopping Cloth - NA - nos	10.00	16.00	0.00	5.00	168.00
				Total Order Value . . .		**7,328.70**

Rupees : Seven Thousand Three Hundred Twenty Eight and Paise Seventy Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working 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 site use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

⇒ Party bill : 12782 Dt 19/8/20
Amt : 5476/-
26/8/20 Bal : 1853/-

⇒ Final bill received.
8/9/20.

For ***Silver Oak Villas LLP***

Authorised Signatory

18/08/2020

Name : ______

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______

Date : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP	Date:	13.08.20
Site & Phase :	Silver Oak Villas	Time:	14.00
Supplier		Req. No.	155936
Material required before date:	Urgent	ID No.	59142

No	Description	Size	Quantity	Units	Inward No	Date
1	Mopping Stick	Std	10	Nos		
2	Mop cloth	Std	10	Nos		
3	Coconut Brooms	Std	15	Nos		
4	Araldite	Std	06	Nos		
5	Ruff Stone Chemical	Std	10	Bags		
6	Spong	Std	100	Nos		
7	Door stoppers	Std	50	Nos		
8	**Pvc Solvent Cement**	Std	10	Nos		
9	Acid bottle	Std	20	Nos		
10	Silk Grout	1kg	20	pkts		

PO - 69643

Remarks: - For Site use purpose.

Prepared By	G.chandra kanth	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:		Date:	
Site & Phase :		Time:	
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						
10						

Remarks: - For Villas final possession purpose.

Prepared By		Approved by	
Sign.& Date		Sign. & Date	

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

DELIVERY CHALLAN

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	DC No.	10990
Silver Oak Villas LLP	DC Date.	03-09-2020
SY NO. 291, Cherlapally, Hyderabad	PO No.	69643
	PO Date.	18-08-2020
	Req ID	59142
	Req Date	13-08-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155936

	Description of Goods	HSN/SAC	Qty
1	4041 - Consumables - Mopping stick - NA - nos	9603	10
2	4000 - Consumables - Acid - NA - ltrs	2806	20
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

Inward No. 14692 3/9/20
MRN No: 82592 Dt: 3/9/20
Received By: Sign:
SILVER OAK VILLAS LLP

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

INWARD 40854 5/9

TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

TRANSIT COPY

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	13011
Silver Oak Villas LLP	Invoice Date.	03-09-2020
SY NO. 291, Cherlapally, Hyderabad	PO No.	69643
	PO Date.	18-08-2020
	Req ID	59142
	Req Date	13-08-2020
GSTIN : 36ADBFS3288A2Z7	Loc Req No	155936

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4041 - Consumables - Mopping stick - NA - nos	9603	10	125.00	1,250.00	18	225.00
2	4000 - Consumables - Acid - NA - ltrs	2806	20	16.00	320.00	18	57.60
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

INWARD ENTRY
Inward No. 14692 Dt: 3/9/20
MRN No: Dt:
Received By: Sign:
SILVER OAK VILLAS LLP

IGST	CGST	SGST	Total Taxable Amount	1,570.00		282.60
	141.30	141.30	Total Invoice Amount	1,852.60		

Rupees : One Thousand Eight Hundred Fifty Two and Paise Sixty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction