

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/Ip.		PO/WO amount		7,328	
Firm/Company		Govt/Ip		Project		Govt/Ip	
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: <u>Final bill received.</u>							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 03-09-2020

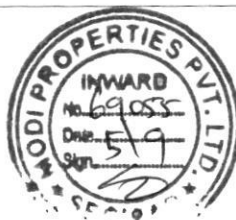
Customer Details				Invoice No.	13011		
Silver Oak Villas LLP SY NO. 291, Cherlapally, Hyderabad GSTIN : 36ADBFS3288A2Z7				Invoice Date.	03-09-2020		
				PO No.	69643		
				PO Date.	18-08-2020		
				Req ID	59142		
				Req Date	13-08-2020		
				Loc Req No	155936		
	Description of Goods	HSN/SAC	Qty	Rate	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				Total Taxable Amount		1,570.00	282.60
CGST				Total Invoice Amount		1,852.60	
141.30							
SGST							
141.30							
Rupees : One Thousand Eight Hundred Fifty Two and Paise Sixty Only.							

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

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

18-08-2020 14:32:55

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



69643

14.08.20 11:47:15

Supplier Details

Summit Sales LLP
5-4-187/3&4, II nd floor, Soham Mansion, MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	69643	155936
Doc Date	18-08-2020	
Quote No	Nil	
Quote Date	18-08-2020	
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

Penalty 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**For **Silver Oak Villas LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Contact - -

⇒ Pmtg. Bal: 12782 Dr. 19/8/20
At: 5476/-
18/8/20 Bal: 1853/-
⇒ Final bill received.
18/8/20.

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		

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.

Summit Sales LLP

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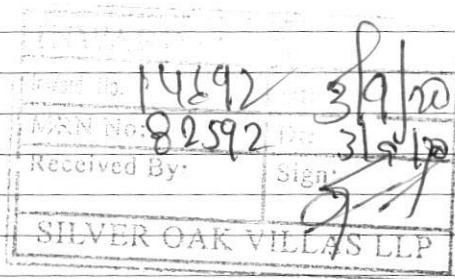
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