

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		4/9/20		Prepared by:		SOWMYA	
PO/WO no.		69935		PO / WO Date.		28/8/20	
Supplier Name		SSLP.		PO/WO amount		2,078	
Firm/Company		Govt		Project		Govt	
Sl. No.	Bill No.	Bill Date		Bill amount			
1.	13010	3/9/20		2,078			
2.							
3.							
4.							
Amount A – Bills total(Excluding Transport & Hamali Charges):						2,078	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	10989	3/9/20	82593	☒ 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:						2,078	
Amount E – PO / WO value:						2,078	
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			12.9.2020				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	4/9/20						

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

ORIGINAL INVOICE

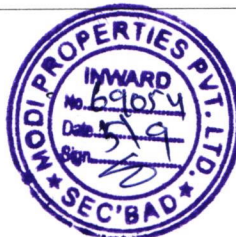
Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 03-09-2020

Customer Details				Invoice No.		13010	
Silver Oak Villas LLP SY NO. 291, Cherlapally, Hyderabad GSTIN : 36ADBFS3288A2Z7				Invoice Date.		03-09-2020	
				PO No.		69935	
				PO Date.		28-08-2020	
				Req ID		59413	
				Req Date		28-08-2020	
				Loc Req No		155943	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6	50.00	300.00	18	54.00
2	4001 - Consumables - Air Freshner - NA - nos Room freshner	3307	3	82.00	246.00	18	44.28
3	4022 - Consumables - Dettol - NA - nos Handwash	3401	5	82.00	410.00	18	73.80
4	7560 - Stationery - other - Pen - NA - nos Black	9608	30	5.50	165.00	12	19.80
5	7560 - Stationery - other - Pen - NA - nos Blue	9608	30	5.50	165.00	12	19.80
6	4001 - Consumables - Air Freshner - NA - nos Air pocket	3307	6	82.00	492.00	18	88.56
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST		CGST	SGST	Total Taxable Amount		1,778.00	300.24
		150.12	150.12	Total Invoice Amount		2,078.24	
Rupees : Two Thousand Seventy Eight and Paise Twenty Four Only.							

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order

Page(s) 1 Of 1

28-08-2020 16:33:07



69935

27.08.20 2:29:37

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 GSTIN 36ACQFS2044C1Z7 040-66335551 9618244433	Doc No	69935	155943
	Doc Date	28-08-2020	
	Quote No	Nil	
	Quote Date	28-08-2020	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4046 - Consumables - Phynyle - 1Ltr - nos	6.00	50.00	0.00	18.00	354.00
2 4001 - Consumables - Air Freshner - NA - nos Room freshner	3.00	82.00	0.00	18.00	290.28
3 4022 - Consumables - Dettol - NA - nos Handwash	5.00	82.00	0.00	18.00	483.80
4 7560 - Stationery - other - Pen - NA - nos Black	30.00	5.50	0.00	12.00	184.80
5 7560 - Stationery - other - Pen - NA - nos Blue	30.00	5.50	0.00	12.00	184.80
6 4001 - Consumables - Air Freshner - NA - nos Air pocket	6.00	82.00	0.00	18.00	580.56
Total Order Value . . .					2,078.24

Rupees : Two Thousand Seventy Eight and Paise Twenty Four Only.

Terms and Conditions :-

Specification /	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	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

Name : _____

Contact : _____

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Date : ____/____/____

Company Name:	Silver Oak Villas LLP	Date:	21-08-2020
Site & Phase :	Silver Oak Villas	Time:	12.00
Sup.:		Req. No.	155943
Material required before date:	25-08-2020	ID No.	59413

No	Description	Size	Quantity	Units	Inward No	Date
1	Blue pens	Std	30	nos		
2	Black pens	Std	30	nos		
3	Hand wash		05	nos		
4	Room freshner		03	nos		
5	Air pocket		06	nos		
6	Phynoil		06	nos		
7						
8						
9			s			

Remarks: -For site office purpose

Prepared By	G.Mona	Approved by	
Sign. & Date	21-08-2020	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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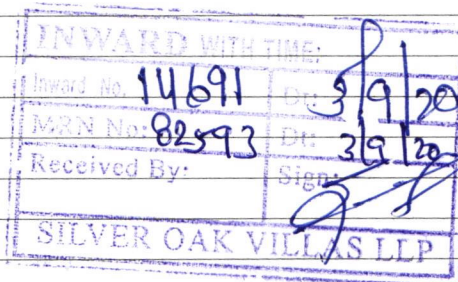
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

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1 of 1 : 03-09-2020

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Silver Oak Villas LLP SY NO. 291, Cherlapally, Hyderabad GSTIN : 36ADBFS3288A2Z7		DC Date.	03-09-2020
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		PO Date.	28-08-2020
		Req ID	59413
		Req Date	28-08-2020
		Loc Req No	155943
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2	4001 - Consumables - Air Freshner - NA - nos	3307	3
3	4022 - Consumables - Dettol - NA - nos	3401	5
4	7560 - Stationery - other - Pen - NA - nos	9608	30
5	7560 - Stationery - other - Pen - NA - nos	9608	30
6	4001 - Consumables - Air Freshner - NA - nos	3307	6
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