PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	28/09/2020	Prepared by:	T.D. Murthy
PO/WO no.	69138	PO / WO Date.	25/07/2020
Supplier Name	P. Satish Kumar	PO/WO amount	Rs. 13,895/-
Firm/Company	Villa Orchid LLP	Project	VOC
Sl. No.	Bill No.	Bill Date	Bill amount
1.	150	22/09/2020	Rs. 13,895/-
2.	-	-	-
3.	-	-	-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 13,895/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	041	25/08/2020	82335	☑ 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:				Rs. 13,895/-
Amount E – PO / WO value:				Rs. 13,895/-
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	**03/10/2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	APPROVED 28 SEP 2020 MINISH PARIKH MANAGER PROCUREMENT [signature]				
Date	28/9/20	28/9					

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 : 36BCOPK2025G1ZQ

TAX INVOICE

☐ Original
☐ Duplicate
☐ Triplicate

P SK

P. SATISH KUMAR ENG. WORKS

Specialist in : **GRILLS, DESIGN GATES, ROLLING SHUTTERS, CHANNEL GATES, SHEDS, etc.**

Plot No.23, Laxmi Nagar, Boduppal, Hyderabad - 500 039, T.S. **Cell : 9391338012, 9908182181**

Tax is payable of Reverse Charge :	Transportation Mode :
Invoice Serial No. : 150	Vehicle No. : Po.no; 69138
Invoice Date : 22/09/2020	Date & Time of Supply :
	Place of Supply :

Details of Receiver / Billed to :	**Details of Consignee / Shipped to :**
Name : VILLA ORCHIDS LLP	Name :
Address : M.G. ROAD, SEC-BAD	Address :
GSTIN : 36AANFG4817C1ZH	GSTIN :
State : TELANGANA State Code : 36	State : State Code :

Sl. No.	Description of Goods	HSN Code	Qty.	Rate	Discount %	Amount
	M.S. GATE					
1	10'0 X 2'6" = 2 nos		75	157		11,775=00
	5'0 X 2'6" = 2 nos					

MODI PROPERTIES PVT. LTD. ★SEC'BAD★ INWARD No: 69653 Date: 28/9/20 Sign:

Total Invoice Amount in Words : thirteen thousand eight hundred ninety four rupees and fifty paise	Total Amount	11,775=00
	Transport Charges	
	Labour Charges	
Bank Details :	CGST 9 %	1059=75
Bank Name :	SGST 9 %	1059=75
Branch :	IGST ___ %	
A/c. No. :		
IFSC :	Net Amount	13,894=50

For **P. SATISH KUMAR ENG. WORKS**

P. Satish Kumar

Receiver's Signature

Authorised Signatory

Cell : 9908182181

P. SATISH KUMAR ENG. WORKS

Specialist in : Grills, Design Gates, Rolling Shutters, Channel Gates, Sheds, Etc.

Plot No. 23, Laxmi Nagar, Boduppal, Hyderabad - 500092. T.S.

M/s. VILLA ORCHIDS LLP
KOWKUR

D.C. No.	041
Date :	25/08/2020
Order No.	PO NO: 69138
Date :	Req no: 63461

Please receive the following Goods in good condition and acknowledge the same

Sl. No.	PARTICULARS	Qty.	Remarks
	M.S. GATE		
1	10'0 X 2'6 =	2 NOS	
2	5'0 X 2'6 =	2 NOS	
	INWARD Inward No: 15266 Dt: 25/08/20 MRN No: 82335 Dt: 27/08/20 Sign: Received By. VILLA ORCHIDS LLP 14:00	4 NOS	MODI PROPERTIES PVT LTD INWARD No. 40770 Date 31/8 SEC'BAD

Receiver's Signatrue

For **P. SATISH KUMAR ENG. WORKS**

P. Satish Kumar

Cell : 9908182181

P. SATISH KUMAR ENG. WORKS

Specialist in : Grills, Design Gates, Rolling Shutters, Channel Gates, Sheds, Etc.

Plot No. 23, Laxmi Nagar, Boduppal, Hyderabad - 500092. T.S.

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	INWARD Inward No: 15266 Dt: 25/08/20 MRN No: 82335 Dt: 27/08/20 Received By: Sign: VILLA ORCHIDS LLP	4 NOS	

Receiver's Signatrue	For **P. SATISH KUMAR ENG. WORKS**
	P. Satish Kumar

Purchase Order

Page(s) 1 Of 1 27-07-2020 11:00:49

69138
31.07.20 12:08:29

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

Supplier Details			
Mr. P. Satish Kumar Plot No. 23,Laxmi Nagar, Boduppal, Hyderabad. **GSTIN** 36BCOPK2025G1ZQ 9391338012 9391338012 / 9908182181	**Doc No**	69138	63461
	Doc Date	25-07-2020	
	Quote No	Nil	
	Quote Date	15-02-2019	
	SupplyType	Supply	

Kind Attn : Mr. P. Satish Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	8184 - Steel - other - MS Gate - NA - Sft *(10'0 x 2'6") + (5'0 x 2'6") - 02nos*	75.00	157.00	0.00	18.00	13,894.50
					Total Order Value . . .	**13,894.50**

Rupees : Thirteen Thousand Eight Hundred Ninty Four and Paise Fifty Only.

Terms and Conditions :-

Specification / Brand	All MS Sq.pipe should be 1 1/4"x 2.7mm & 10 mm thickness sq.rod,1/2" x 6mm flat. Fabrication, grinding & powder coating should be of good quality. Above rates approved by M.D. on dt. 24/04/2018 and accepted by contractor.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Within 10days
Delivery Location	Villas Orchids Behind: Janapriya, Kowkur. Phone. 9502232100/9502266233
Penality For Delay	Bills must be submitted to H.O. within 30 days of completion of work.10% plty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price.
Warranty	1 year on workmanship
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Villa no. 240 & 64 purpose.
Completion Date	Work to be completed in 4days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
Remarks	

For ***Villa Orchids LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Mr. P. Satish Kumar***

Name : ____________________

Date : __/__/____

Estimate

 25-07-2020 16:47:23

Original / Office Copy / Purchase Div.Copy

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

Supplier Details			
Mr. P. Satish Kumar Plot No. 23,Laxmi Nagar, Boduppal, Hyderabad. **GSTIN** 36BCOPK2025G1ZQ 9391338012 9391338012 / 9908182181	**Doc No**	69138	63461
	Doc Date	25-07-2020	
	Quote No	Nil	
	Quote Date	15-02-2019	
	SupplyType	Supply	

Kind Attn : Mr. P. Satish Kumar

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Remarks	

APPROVED BY
25 JUL 2020
SOHAM MODI
MANAGING DIRECTOR

Requisition Form - kitchen platform(black granite)

Company		Villa orchids llp		Site & Phase		Villa orchids				
Req. no.		63461		Req. Date		25 July 2020				
Material required before		30 July 2020		ID no.						
Prepared by:		A . Suresh		Approved by (sign):						
Flat / Block no:		Villa no 240 & 64 (old type villas)								
name of the suppiler : P Sathish kumar		\								
Order Value:		2	Villas							
S No.	Item Description	Units	Qty required for one Flat	Avg Qty required for one flat	Order Value	Qty avilable at site	Balance Qty to be ordered	Inward no		Date
1	MS Gate with powder coated	sft	37.5	37.5	2.0		75.0			
2	10'.0 x 2'.6"x 01 , 5'.0 x 2'.6"x 01 nc									
	Total						75.0			
	Note : please issue the work order MR P Sathish kumar									
	This Villas belongs to old type.									

APPROVED
27 JUL 2020
MINISH PARIKH
MANAGER PROCUREMENT