

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 09/9/20		Prepared by: SOWMYA	
PO/WO no. 70685		PO / WO Date. 08/9/20	
Supplier Name eslp.		PO/WO amount 3,526.	
Firm/Company Govt		Project	
Sl. No.	Bill No.	Bill Date	Bill amount
1.	13439	08/9/20	3,024
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,024
Sl. No.	DC No	DC. Date	MRN No.
1.	11375	08/9/20	
2.			
3.			
4.			
Amount B –Other Credits :-			
Amount C –Other Debits :-			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			3,024
Amount E – PO / WO value:			3,526.
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		3.10.2020	
Remarks: Part bill received.			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
Date	29/9/20	7/10	

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

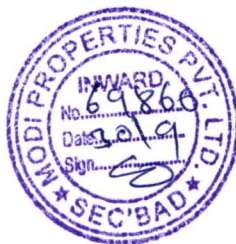
1 of 1 : 28-09-2020

Customer Details				Invoice No.		13439	
Silver Oak Villas LLP SY NO. 291, Cherlapally, Hyderabad GSTIN : 36ADBFS3288A2Z7				Invoice Date.		28-09-2020	
				PO No.		70685	
				PO Date.		23-09-2020	
				Req ID		60121	
				Req Date		23-09-2020	
				Loc Req No		156011	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4022 - Consumables - Dettol - NA - nos Hand wash	3401	6	82.00	492.00	18	88.56
2	4112 - Consumables - Sanitizer - 500 ml - Nos		2	200.00	400.00	12	48.00
3	4014 - Consumables - Colin - 500ml - nos	3402	6	77.00	462.00	18	83.16
4	4046 - Consumables - Phinyle - 1Ltr - nos	2907	3	50.00	150.00	18	27.00
5	4001 - Consumables - Air Freshner - NA - nos Room freshner	3307	3	82.00	246.00	18	44.28
6	4001 - Consumables - Air Freshner - NA - nos	3307	6	82.00	492.00	18	88.56
7	4008 - Consumables - Cleaning Cloth - other - nos	6307	12	16.00	192.00	5	9.60
8	4040 - Consumables - Mopping Cloth - NA - nos	6307	12	16.00	192.00	5	9.60
9							
10							
11							
12							
13							
14							
15							
IGST		CGST	SGST	Total Taxable Amount		2,626.00	398.76
		199.38	199.38	Total Invoice Amount		3,024.76	
Rupees : Three Thousand Twenty Four and Paise Seventy Six Only.							

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 2

25-09-2020 15:14:06



70685

21.09.20 12:56:23

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

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No

70685

156011

Doc Date

23-09-2020

Quote No

Nil

Quote Date

23-09-2020

SupplyType

Supply

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4022 - Consumables - Dettol - NA - nos Hand wash	6.00	82.00	0.00	18.00	580.56
2 4112 - Consumables - Sanitizer - 500 ml - Nos	2.00	200.00	0.00	12.00	448.00
3 4014 - Consumables - Colin - 500ml - nos	6.00	77.00	0.00	18.00	545.16
4 4046 - Consumables - Phynyle - 1Ltr - nos	3.00	50.00	0.00	18.00	177.00
5 4001 - Consumables - Air Freshner - NA - nos Room freshner	3.00	82.00	0.00	18.00	290.28
6 4001 - Consumables - Air Freshner - NA - nos	6.00	82.00	0.00	18.00	580.56
7 4008 - Consumables - Cleaning Cloth - other - nos	12.00	16.00	0.00	5.00	201.60
8 4040 - Consumables - Mopping Cloth - NA - nos	12.00	16.00	0.00	5.00	201.60
9 4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	5.00	85.00	0.00	18.00	501.50
Total Order Value . . .					3,526.26

Rupees : Three Thousand Five Hundred Twenty Six and Paise Twenty Six 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

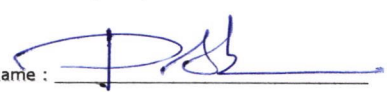
Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of india mint

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.For **Silver Oak Villas LLP**

Accepted the above Terms And Conditions

Authorised Signatory

For **Summit Sales LLP**Name : 

Name : _____

Date : __/__/__

Contact : _____

⇒ part bill received of R. 302/-
B.no. 13439 , and bal. bill of
dt: 28/9/20
R. 502/- to be received
if
7/10/20.

Company Name:	Silver Oak Villas LLP	Date:	22-09-2020
Site & Phase :	Silver Oak Villas	Time:	14.00
Supplier		Req. No.	156011
Material required before date:		ID No.	60121

No	Description	Size	Quantity	Units	Inward No	Date
1	Handwash		06	bottles		
2	Sanitizers		02	Nos		
3	Colin		06	bottles		
4	Phenyl		03	bottles		
5	Yellow cloth		12	Nos		
6	White cloth		12	Nos		
7	Lizol		05	Nos		
8	Air Freshener		06	Nos		
9	Room Freshener		03	Nos		
10						

Remarks: -For office use purpose

Prepared By	Mona	Approved by	
Sign. & Date	22-09-2020	Sign. & Date	

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

Summit Sales LLP

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

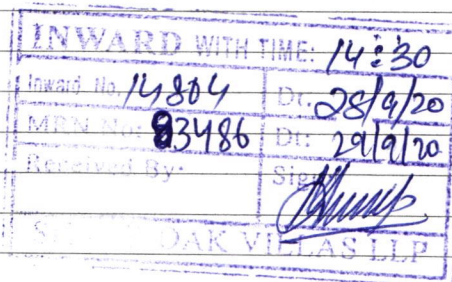
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 28-09-2020

Customer Details		DC No.	11375
Silver Oak Villas LLP		DC Date.	28-09-2020
SY NO. 291, Cherlapally, Hyderabad		PO No.	70685
		PO Date.	23-09-2020
		Req ID	60121
		Req Date	23-09-2020
GSTIN : 36ADBFS3288A2Z7		Loc Req No	156011
	Description of Goods	HSN/SAC	Qty
1	4022 - Consumables - Dettol - NA - nos	3401	6
2	4112 - Consumables - Sanitizer - 500 ml - Nos		2
3	4014 - Consumables - Colin - 500ml - nos	3402	6
4	4046 - Consumables - Phinyle - 1Ltr - nos	2907	3
5	4001 - Consumables - Air Freshner - NA - nos	3307	3
6	4001 - Consumables - Air Freshner - NA - nos	3307	6
7	4008 - Consumables - Cleaning Cloth - other - nos	6307	12
8	4040 - Consumables - Mopping Cloth - NA - nos	6307	12
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TRANSIT COPY

1 of 1 : 28-09-2020

Authorised signatory

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