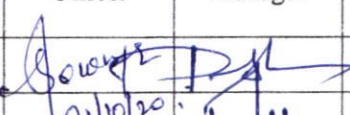


PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		31/10/20.		Prepared by:		D.SOWMYA	
PO/WO no.		71633.		PO / WO Date.		28/10/20.	
Supplier Name		SSlp.		PO/WO amount		4,241	
Firm/Company		Govt.		Project		Govt.	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	13913.	29/10/20.		4,241			
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						4,241	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	11797	29/10/20	84565	☒ Yes ☐ No			
2.				☐ Yes ☐ No			
3.				☐ Yes ☐ No			
Amount B – Other Credits : Transportation charges							
Amount C – Other Debits :							
Amount D (D=A+B-C) – Amount to be credited to the supplier:						4,241	
Amount E – PO / WO value:						4,241	
Amount F – Difference (A – E): GST-18%							
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			7.11.2020				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	31/10/20.						

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. 10,000/-. Purchase Manager or Procurement Manager to approve all bills from 10,000/- 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/-

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 : 29-10-2020

Customer Details				Invoice No.		13913	
Silver Oak Villas LLP SY NO. 291, Cherlapally, Hyderabad GSTIN : 36ADBFS3288A2Z7				Invoice Date.		29-10-2020	
				PO No.		71633	
				PO Date.		28-10-2020	
				Req ID		61022	
				Req Date		23-10-2020	
				Loc Req No		156096	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	12	230.00	2,760.00	12	331.20
2	7552 - Stationery - other - Note pads - other - nos Finger tips		10	45.00	450.00	18	81.00
3	7560 - Stationery - other - Pen - NA - nos Blue	9608	20	5.50	110.00	12	13.20
4	7505 - Stationery - other - Binder Clips - other - 19mm	8305	10	22.00	220.00	18	39.60
5	7505 - Stationery - other - Binder Clips - other - 15mm	8305	10	20.00	200.00	18	36.00
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
Total Taxable Amount				3,740.00		501.00	
Total Invoice Amount				4,241.00			
Rupees : Four Thousand Two Hundred Fourty One Only.							

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

28-10-2020 14:05:12



71633

20.10.20 4:01:43

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IIInd 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	71633	156096
	Doc Date	28-10-2020	
	Quote No	Nil	
	Quote Date	28-10-2020	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7555 - Stationery - other - Paper - A4 - bundles	12.00	230.00	0.00	12.00	3,091.20
2 7552 - Stationery - other - Note pads - other - nos Finger tips	10.00	45.00	0.00	18.00	531.00
3 7560 - Stationery - other - Pen - NA - nos Blue	20.00	5.50	0.00	12.00	123.20
4 7505 - Stationery - other - Binder Clips - other - boxes 19mm	10.00	22.00	0.00	18.00	259.60
5 7505 - Stationery - other - Binder Clips - other - boxes 15mm	10.00	20.00	0.00	18.00	236.00
Total Order Value . . .					4,241.00

Rupees : Four Thousand Two Hundred Fourty One 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

Requisition Form

Company Name:		Silver Oak Villas LLP		Date:		22-10-2020	
Site & Phase :		Silver Oak Villas		Time:		15.00	
Supplier				Req. No.		156096	
Material required before date:		24-10-2020		ID No.		61022	

No	Description	Size	Quantity	Units	67818	Date
1	A4 Paper Bundles		12	Nos		
2	Multi-Colour Memo Stick papers		10	Nos		
3	Blue pens		20	Nos		
4	Binding Clips	Small	10	boxes		
5	Binding Clips	Medium	10	boxes		
6						
7						
8						
9						
10						

Remarks: - For site office use purpose

Prepared By		G. Mona		Approved by			
Sign. & Date		22-10-2020		Sign. & Date			

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

Company Name:		Silver Oak Villas LLP		Date:		28.03.19	
Site & Phase :		Silver Oak Villas		Time:		15.00	
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 Site Use Purpose

Prepared By		G chandra kanth		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

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

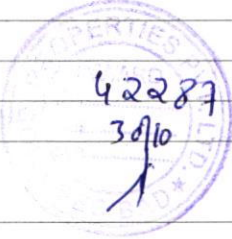
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 29-10-2020

Customer Details		DC No.	11797
Silver Oak Villas LLP		DC Date.	29-10-2020
SY NO. 291, Cherlapally, Hyderabad		PO No.	71633
		PO Date.	28-10-2020
		Req ID	61022
		Req Date	23-10-2020
GSTIN : 36ADBFS3288A2Z7		Loc Req No	156096
	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	12
2	7552 - Stationery - other - Note pads - other - nos		10
3	7560 - Stationery - other - Pen - NA - nos	9608	20
4	7505 - Stationery - other - Binder Clips - other - boxes	8305	10
5	7505 - Stationery - other - Binder Clips - other - boxes	8305	10
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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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 : 29-10-2020

Customer Details				Invoice No.	13913		
Silver Oak Villas LLP				Invoice Date.	29-10-2020		
SY NO. 291, Cherlapally, Hyderabad				PO No.	71633		
GSTIN : 36ADBFS3288A2Z7				PO Date.	28-10-2020		
				Req ID	61022		
				Req Date	23-10-2020		
				Loc Req No	156096		
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	12	230.00	2,760.00	12	331.20
2	7552 - Stationery - other - Note pads - other - nos		10	45.00	450.00	18	81.00
	Finger tips						
3	7560 - Stationery - other - Pen - NA - nos	9608	20	5.50	110.00	12	13.20
	Blue						
4	7505 - Stationery - other - Binder Clips - other -	8305	10	22.00	220.00	18	39.60
	19mm						
5	7505 - Stationery - other - Binder Clips - other -	8305	10	20.00	200.00	18	36.00
	15mm						
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST	CGST	SGST	Total Taxable Amount		3,740.00		501.00
	250.50	250.50	Total Invoice Amount		4,241.00		

Rupees : Four Thousand Two Hundred Fourty One Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction