PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	9/10/20.	Prepared by:	D.SOWMYA
PO/WO no.	10685	PO / WO Date.	23/9/20
Supplier Name	SSllp.	PO/WO amount	3,526.
Firm/Company	Sov llp	Project	Sov llp
Sl. No.	Bill No.	Bill Date	Bill amount
1	13558	8/10/20.	501.50
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			501.50

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	1149	8/10/20	83799	☑ 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:	501
Amount E – PO / WO value:	3,526.
Amount F – Difference (A – E): GST-18%	~~83~~
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	**10.10.2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]					
Date	9/10/20	3/11					

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/-

Purchase Order

 03-11-2020 14:17:06

Original / Office Copy / Purchase Div.Copy

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 - Phinyle - 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 / 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
Penality 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.

For ***Silver Oak Villas LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ________________

Name : ________________

Date : __/__/____

Contact

Purchase Order

 03-11-2020 14:17:06

Original / Office Copy / Purchase Div.Copy

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

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.

DELIVERY CHALLAN

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

Customer Details		
Silver Oak Villas LLP	DC No.	11481
SY NO. 291, Cherlapally, Hyderabad	DC Date.	08-10-2020
	PO No.	70685
	PO Date.	23-09-2020
	Req ID	60121
GSTIN : 36ADBFS3288A2Z7	Req Date	23-09-2020
	Loc Req No	156011

	Description of Goods	HSN/SAC	Qty
1	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	5
2			
3			
4			
5			
6			
7			
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29			
30			

INWARD WITH TIME: Dt. 8/10/20
Inward No. 14860
MRN No: 83799 Dt: 9/10/20
Received By: Sign:
SILVER OAK VILLAS LLP

MODI PROPERTIES PVT. LTD. SEC
INWARD
No: 41776
Date: 10/10
Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

TRANSIT COPY

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Silver Oak Villas LLP	Invoice No.	13558
SY NO. 291, Cherlapally, Hyderabad	Invoice Date.	08-10-2020
	PO No.	70685
	PO Date.	23-09-2020
	Req ID	60121
GSTIN : 36ADBFS3288A2Z7	Req Date	23-09-2020
	Loc Req No	156011

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	5	85.00	425.00	18	76.50
2							
3							
4							
5							
6							
7							
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9							
10							
11							
12							
13							
14							
15							

INWARD WITH TIME:
Inward No 14860 | Dt. 9/10/20
MRN No: | Dt:
Received By: | Sign
SILVER OAK VILLAS LLP

IGST	CGST	SGST				
			Total Taxable Amount	425.00		76.50
	38.25	38.25	Total Invoice Amount		501.50	

Rupees : Five Hundred One and Paise Fifty Only.

for Summit Sales LLP

Authorised Signatory

Subject to Hyderabad Jurisdiction