# PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 3/11/20. | Prepared by: | D.SOWMYA |
| PO/WO no. | 71049. | PO / WO Date. | 6/10/20 |
| Supplier Name | Roots Multiclean ltd | PO/WO amount | 23,128. |
| Firm/Company | Sov Up | Project | Sov Up |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1 | 2312000989. | 27/10/20. | 23,128 |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 23,128. |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | | | 84484. | ☑ 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: | | | | 23,128 |
| Amount E – PO / WO value: | | | | 23,128 |
| 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 | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | Sowmya | [signature] | | | | | |
| Date | 3/11/20 | 3/11/20 | | | | | |

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/-

ORIGINAL FOR RECIPIENT

ROOTS ADDING VALUE

# ROOTS MULTICLEAN LTD

SURVEY NO.105/F, NCL, NORTH AVENUE,KOMPALLY VILLAGE,QUTHBULLAPUR MANDAL AND MUNICIPALITYSECUNDERABAD-500014,
, TEL-040-27164483040-27164484,EMAIL-rajupulla@rootsemail.com
GSTIN:36AABCR0315F1ZX, PAN No:AABCR0315F, CIN:U36999TZ1992PLC003662

**Bill To:**
0014035445
M/s. SILVER Oak VILLAS PHASE-1X
SY.NO.291,CHERLAPALLY,
NEXT TO GOvt. Of India Mint,
Hyderabad-500051
Telangana
GSTIN No : 36ADBFS3288A2Z7

**Ship To:**
14035445-SILVER Oak VILLAS PHASE-1X
SY.NO.291,CHERLAPALLY,
NEXT TO GOvt. Of India Mint,
Hyderabad-500051
Telangana
Contact Person & Phone:
RIYAZUDDIN & + 918502266233

**TAX INVOICE**

| | |
|---|---|
| INVOICE No. | : 2312000989 |
| Date | : 27.10.2020 |
| PO No. | : 71049/156039 |
| PO Date | : 06.10.2020 |
| Our Ref No. | : 238289 |
| Our Ref Dt | : 15.10.2020 |
| Acc Ref No. | : 90018507 |
| Delivery No. | : 0080468203 |

| S. No | Item Code/ Description/ Mc.Sl.No./HSN Code | Qty /UoM | Rate /Unit | Discount Amount | Taxable Value | Tax Type | Rate of Tax | Tax Amount |
|---|---|---|---|---|---|---|---|---|
| 1 | 559210005-00/FLIPPER + (DOMESTIC)/( Manually operated Walk-Behind sweeping machine, with an area Coverage of 2600 m2/h. )/,552100060645/9603 | 1/EA | 19600.00 | 0.00 | 19600.00 | CGST<br>SGST | 9<br>9 | 1764.00<br>1764.00 |
| | **Sub Total** | | | 0.00 | 19600.00 | | | 3528.00 |

INWARD WITH TIME:
Inward No. 14960 Dt: 27/10/20
MRN No: 8484 Dt: 27/10/20
Received By: Sign:
SILVER OAK VILLAS LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 70511
Date 28/10

| | |
|---|---|
| Payment Terms | : 100 % PAYMENT ALONG WITH PO |
| Rep ID | : Muneeruddin Mohammed Sales Off. Hyderabad - Branch |
| Place of Supply | : 36,Telangana |
| InCoterms | : Paid Basis to Our A/C |
| E-way Bill No | : 131263116228 |
| Valid From | : 27/10/2020 11:44:00 AM |
| Valid Till | : 28/10/2020 11:59:00 PM |

| | | |
|---|---|---|
| Net Amount | : | **19600.00** |
| CGST 9% | : | **1764.00** |
| SGST 9% | : | **1764.00** |

| | | | |
|---|---|---|---|
| TOTAL AMOUNT IN WORDS | **RUPEES TWENTY THREE THOUSAND ONE HUNDRED TWENTY EIGHT ONLY** | TOTAL | **23128.00** |

Terms & Condition :
18% Interest per annum will be charged on all the dues.
Goods once sold will not be taken back or exchanged.
Our responsibility cases as soon as goods leave our godown.
We are not responsible for any damages or loss in transit.
This Transaction is Subject to Courts in Coimbatore Jurisdication only. E.&O.E.

Prepared/Checked By

For ROOTS MULTICLEAN LTD

Authorized Signatory

EXTRA / ACCOUNTS COPY

ROOTS ADDING VALUE

# ROOTS MULTICLEAN LTD

SURVEY NO.105/F, NCL, NORTH AVENUE,KOMPALLY VILLAGE,QUTHBULLAPUR MANDAL AND MUNICIPALITYSECUNDERABAD-500014,
, TEL-040-27164483040-27164484,EMAIL-rajupulla@rootsemail.com
GSTIN:36AABCR0315F1ZX, PAN No:AABCR0315F, CIN:U36999TZ1992PLC003662

**Bill To:**
0014035445
M/s. SILVER Oak VILLAS PHASE-1X
SY.NO.291,CHERLAPALLY,
NEXT TO GOvt. Of India Mint,
Hyderabad-500051
Telangana
GSTIN No : 36ADBFS3288A2Z7

**Ship To:**
14035445-SILVER Oak VILLAS PHASE-1X
SY.NO.291,CHERLAPALLY,
NEXT TO GOvt. Of India Mint,
Hyderabad-500051
Telangana
Contact Person & Phone:
RIYAZUDDIN & + 918502266233

**TAX INVOICE**

| | |
|---|---|
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| **Date** | : **27.10.2020** |
| PO No. | : 71049/156039 |
| PO Date | : 06.10.2020 |
| Our Ref No. | : 238289 |
| Our Ref Dt | : 15.10.2020 |
| Acc Ref No. | : 90018507 |
| Delivery No. | : 0080468203 |

| S. No | Item Code/ Description/ Mc.Sl.No./HSN Code | Qty /UoM | Rate /Unit | Discount Amount | Taxable Value | Tax Type | Rate of Tax | Tax Amount |
|---|---|---|---|---|---|---|---|---|
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| | **Sub Total** | | | 0.00 | 19600.00 | | | 3528.00 |

INWARD WITH TIME:
Inward No. 14960 Dt: 27/10/20
MRN No: Dt:
Received By: Sign:
SILVER OAK VILLAS LLP

| | |
|---|---|
| Payment Terms | : 100 % PAYMENT ALONG WITH PO |
| Rep ID | : Muneeruddin Mohammed Sales Off. Hyderabad - Branch |
| Place of Supply | : 36,Telangana |
| InCoterms | : Paid Basis to Our A/C |
| E-way Bill No | 131263116228 |
| Valid From | 27/10/2020 11:44:00 AM |
| Valid Till | 28/10/2020 11:59:00 PM |

| | | |
|---|---|---|
| Net Amount | : | **19600.00** |
| CGST 9% | : | **1764.00** |
| SGST 9% | : | **1764.00** |

TOTAL AMOUNT IN WORDS **RUPEES TWENTY THREE THOUSAND ONE HUNDRED TWENTY EIGHT ONLY** TOTAL **23128.00**

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18% Interest per annum will be charged on all the dues.
Goods once sold will not be taken back or exchanged.
Our responsibility cases as soon as goods leave our godown.
We are not responsible for any damages or loss in transit.
This Transaction is Subject to Courts in Coimbatore Jurisdication only. E.&O.E.

Prepared/Checked By

For ROOTS MULTICLEAN LTD

Authorized Signatory

# E - WAY BILL SYSTEM

1 NATION TAX MARKET

## e-Way Bill

| | |
|---|---|
| E-Way Bill No: | 1312 6311 6228 |
| E-Way Bill Date: | 27/10/2020 11:44 AM |
| Generated By: | 36AAB CR031 5F1ZX - ROOTS MULTICLEAN LTD |
| Valid From: | 27/10/2020 11:44 AM [15Kms] |
| Valid Until: | 28/10/2020 |

**Part - A**

| | |
|---|---|
| GSTIN of Supplier | 36AABCR0315F1ZX,ROOTS MULTICLEAN LTD., (TA Br.) |
| Place of Dispatch | SECUNDERABAD,TELANGANA-500014 |
| GSTIN of Recipient | 36ADB FS328 8A2Z7 ,SILVER Oak VILLAS PHASE-1X |
| Place of Delivery | Hyderabad,TELANGANA-500051 |
| Document No. | 2312000989 |
| Document Date | 27/10/2020 |
| Transaction Type: | Regular |
| Value of Goods | ₹ 23128 |
| HSN Code | 9603 - FLIPPER + (DOMESTIC) |
| Reason for Transportation | Outward - Supply |
| Transporter | 36AABCR0315F1ZX & ROOTS MULTICLEAN LTD |

**Part - B**

| Mode | Vehicle / Trans Doc No & Dt. | From | Entered Date | Entered By | CEWB No. (If any) | Multi Veh.Info (If any) |
|---|---|---|---|---|---|---|
| Road | TS08UE3782 | SECUNDERABAD | 27/10/2020 11:44 AM | 36AABCR0315F1ZX | - | - |

131263116228

Powered By National Informatics Centre

# Purchase Order

 06-10-2020 2:47:55 PM

71049
05.10.20 3:23:15

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**

| | | | |
|---|---|---|---|
| Roots Multiclean LTD(HYD) | | | |
| Survey no.105/F,NbadCL,North Avenue,Kompally,Quthubullapur mandal and municipality,secunderabad - 014 | **Doc No** | 71049 | 156039 |
| | **Doc Date** | 06-10-2020 | |
| 040-27164483 | **Quote No** | NIL | |
| 7729997900 | **Quote Date** | 06-10-2020 | |
| | **SupplyType** | Supply | |

**Kind Attn : Mr. M.D. Muneeruddin**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST% | Amount |
|---|---|---|---|---|---|---|
| 1 | 5166 - Equipment - machinery - Sweeper Machine - NA - Nos<br>*Roots Hako Flipper/Manually Operated* | 1.00 | 19,600.00 | 0.00 | 18.00 | 23,128.00 |
| | | | | | **Total Order Value . . .** | **23,128.00** |

Rupees : Twenty Three Thousand One Hundred Twenty Eight Only.

**Terms and Conditions :-**

| | |
|---|---|
| **Specification / Brand** | Above item shall be of 'Roots' brand, Flipper model. |
| **Payment Terms** | 100% as advance |
| **Tax** | All taxes included in above price. |
| **Delivery Date** | Within 2 weeks . |
| **Delivery Location** | Silver Oak Villas Phase - IX<br>Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of india mint<br>Phone. Contact: Security 65908777, 9502288244 Sanjay |
| **Penality For Delay** | Nil |
| **Transportation Cost** | Included in the above price. |
| **Warranty** | 12 months from date of commissioning. |
| **Advance Paid** | Rs. 23,128/- to be pay vide cheque no. , dtd. |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications. Above order for Site Road cleaning purpose. |
| **Completion Date** | NA |
| **Measurment** | NA |
| **Security** | Nil |
| **Remarks** | Contact Mr Purshottam-9502177288 |

APPROVED BY
-1 OCT 2020
SOHAM MODI
MANAGING DIRECTOR

For *Silver Oak Villas LLP*
Authorised Signatory

Name : 06/10/2020

Accepted the above Terms And Conditions
For *Roots Multiclean LTD(HYD)*

Name : ______________________

Date : __/__/____

## Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | Silver Oak Villas LLP | Date: | 03-10-2020 |
| Site & Phase : | Silver Oak Villas | Time: | 15.00 |
| Supplier | | Req. No. | 156039 |
| Material required before date: | Urgent | ID No. | 60412 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Sweeper machine | | 01 | Nos | | |
| 2 | | | | | | |
| 3 | Manual 1 | | | | | |
| 4 | | | | | | |
| 5 | | PO | | | | |
| 6 | | 71049 | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | 05/10/2020 | | | | | |
| | | | | | | |

Remarks: -For Roads cleaning purpose

| | | | |
|---|---|---|---|
| Prepared By | B.Meenakshi | Approved by | |
| Sign.& Date | 03-10-2020 | Sign. & Date | |

APPROVED BY
05 OCT 2020
SOHAM MODI
MANAGING DIRECTOR

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