

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28-11-20	Prepared by:	Prabhakar.P
PO/WO no.	72260	PO / WO Date.	18-11-20
Supplier Name	Y Pushpalatha	PO/WO amount	12,720-00
Firm/Company	Silver Oak Villas LLP	Project	Phase IX
Sl. No.	Bill No.	Bill Date	Bill amount
1	246	24.11.20	12,720-00
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			12,720-00
Sl. No.	DC No	DC. Date	MRN No.
1.			85523
2.			
3.			
Amount B –Other Credits : Transportation charges			1,961-00
Amount C –Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			14,681-00
Amount E – PO / WO value:			12,720-00
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		07-11-20	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
Date			

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/-

GSTIN : 36APYPY9568E1ZM

TAX INVOICE

Cell : 8897895924

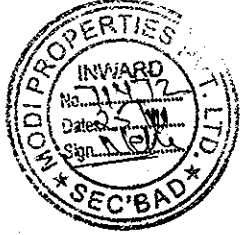
Composite Scheme

**Y. PUSHPALATHA**

GARDEN CONTRACTOR

H.No. 4-1270, Marthanda Nagar, New Hafeezpet,
Ranga Reddy Dist., Hyderabad - 500 049.M/s. Silver Oak Villas H.P.Sl.No. 246Date 24/11/2020D/C. No. 24 Date 23/11/2020P.O.No. 72260 Date :

Party GST No:

S.No.	PARTICULARS	HSN Code	Qty.	Rate	AMOUNT	
					Rs.	Ps.
1	Supply of Carpet grass		1200 sq ft		14,681.20	
			TOTAL		14,681.20	
BANK DETAILS: YESHAMONI PUSHPALATHA H.D.F.C. Bank, Branch Kondapur, Hyderabad. A/c.: 50100308647051 IFSC Code: HDFC0002019			For Y. PUSHPALATHA  Authorised Signatory			
Rupees inwards: <u>Forteen Thousand Six</u> <u>Hundred Eighty one only</u>						

Composite Scheme

Cell : 8897895924



GARDEN CONTRACTOR

**H.No. 4-1270, Marthanda Nagar, New Hafeezpet,
Ranga Reddy Dist., Hyderabad - 500 049.**



D.C..No. 24

Date: 23/11/2020...

P.O.No. 72260

Party GST No.:.....

S.No.	PARTICULARS	Quantity.
1	Carpet grass	1200 SPT
2	Trans post Extra	

INWARD WITH TIME:	
Inward No. 15116	Dt. 23/11/20
MRN No: 85523	Dt: 23/11/20
Received By: <i>[Signature]</i>	Sign: <i>[Signature]</i>
SILVER OAK VILLAS LLP	

Reciever's Signature

For Y. PUSHPALATHA

Authorised Signatory

Purchase Order

Page(s) 1 Of 1

19-11-2020 4:22:21 PM

Origin:



72260

16.11.20 11:21:50

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

Y PUSHPALATHA
4-1270, Marthanda nagar, New Hafeezpet, Ranga Reddy Dist, Hyderabad

GSTIN 36APYPY9568E1ZM

8897895924

Doc No	72260	156177
Doc Date	18-11-2020	
Quote No	Nil	
Quote Date	18-11-2020	
SupplyType	Supply	

Kind Attn : Radha Krishna

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1/6016 - Miscellaneous - Carpet Grass - NA - sft	1,200.00	10.00	0.00	6.00	12,720.00
Total Order Value ...					12,720.00
Rupees : Twelve Thousand Seven Hundred Twenty Only.					

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Within 7 days
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	Extra.
Warranty	Nil
Advance Paid	Rs.....
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for V.no.94,68,67,63,85,87 purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Silver Oak Villas LLP**

Authorised Signatory

Name :

Name :

Accepted the above Terms And Conditions

For **Y PUSHPALATHA**

Date : __/__/__

Requisition Form

Company Name:		Silver Oak Villas LLP		Date:		18-11-2020	
Site & Phase :		Silver Oak Villas		Time:		10.00	
Supplier				Req. No.		156177	
Material required before date:			20-11-2020		ID No.		
						G1645	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Carpet Grass		1200	sft			
2							
3							
4							
5							
6							
7							
8							
9							
10							

Remarks: -For villa no: 94,68,67,63,85,87 purpose

Prepared By	G.Mona	Approved by	
Sign. & Date	18-11-2020	Sign. & Date	

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



Company Name: Silver Oak Villas LLP