PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	3-12-20	Prepared by:	T Bhasker
PO/WO no.	72455	PO / WO Date.	26/11/20
Supplier Name	Y. Pushpalatha	PO/WO amount	10812
Firm/Company	SOVLLP	Project	SOV 15
Sl. No.	Bill No.	Bill Date	Bill amount
1	254	2/12/20	10812
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			10812

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	29	28/11/20	85788	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B –Other Credits :Transportation charges	1060
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	11872
Amount E – PO / WO value:	10812
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	11/12/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	3-12-20	3/12/20					

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/-

GSTIN :36APYPY9568E1ZM
Composite Scheme

TAX INVOICE

Cell : 8897895924

Y. PUSHPALATHA

GARDEN CONTRACTOR

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

M/s. Silver Oak villas LLP.
Cherlapally, -Hyd.

Party GST No.:

Sl.No. 254 Date 02/12/2020
D/C. No. 29 Date 28/11/2020
P.O.No. 72455 Date :

S.No.	PARTICULARS	HSN Code	Qty.	Rate	AMOUNT Rs.	Ps.
1	Supply of plants		250 400 50 no's		11,872	00
				TOTAL	11,872	00

BANK DETAILS:
YESHAMONI PUSHPALATHA
H.D.F.C.Bank, Branch Kondapur, Hyderabad.
A/c.: 50100308647051
IFSC Code: HDFC0002019

Rupees inwards: Eleven Thousand Eight Hundred Seventy two only

MODI PROPERTIES PVT. LTD.
INWARD
No. 71803
Date 03/12
Sign. Neha

For Y. PUSHPALATHA

Authorised Signatory

GSTIN :36APYPY9568E1ZM
Composite Scheme

DELIVERY CHALLAN

Cell : 8897895924

Y. PUSHPALATHA

GARDEN CONTRACTOR

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

M/s. Silver Oak villas LLP
Cherlapally - Hyd

Party GST No.:

D.C..No. 29
Date : 28/11/2020
P.O.No. 72455

S.No.	PARTICULARS	Quantity.
1	Morning glori	50 no's
2	Akalifa	400 no's
3	Niriam's	50 no's
4	Transport Extra	

MODI PROPERTIES PVT. LTD.
INWARD
No. 143368
Date 30/11/20
Sign. Neha
SEC'BAD

INWARD WITH TIME:
Inward No. 15160 | Dt. 28/11/20
MRN No: 85788 | Dt: 28/11/2020
Received By: | Sign:
SILVER OAK VILLAS LLP

For Y. PUSHPALATHA

Reciever's Signature

Authorised Signatory

Purchase Order

 26-11-2020 4:40:43 PM

72455
16.11.20 11:25:36

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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, Hyderbad **GSTIN** 36APYPY9568E1ZM 8897895924	**Doc No**	72455	156195
	Doc Date	26-11-2020	
	Quote No	Nil	
	Quote Date	26-11-2020	
	SupplyType	Supply	

Kind Attn : Radha Krishna

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6031 - Miscellaneous - Plants - NA - nos *Moring Glory*	50.00	25.00	0.00	6.00	1,325.00
2	6031 - Miscellaneous - Plants - NA - nos *Aklfa Plant Red & Green*	400.00	18.00	0.00	6.00	7,632.00
3	6031 - Miscellaneous - Plants - NA - nos *Nirum Mixed Plants*	50.00	35.00	0.00	6.00	1,855.00
	Total Order Value . . .					**10,812.00**

Rupees : Ten Thousand Eight Hundred Twelve 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 Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penality For Delay	Nil
Transportation Cost	Extra.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order forSite use purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Y PUSHPALATHA***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP	Date:	25-11-2020
Site & Phase :	Silver Oak Villas	Time:	10.00
Supplier		Req. No.	156195
Material required before date:	28-11-2020	ID No.	61824

No	Description	Size	Quantity	Units	Inward No	Date
1	Morning glory plants	Std	50	Nos		
2	Akklifar plants(Red&green)	Std	400	Nos		
3	Nirream Mixed plants	Std	50	Nos		
4	72455					
5						
6						
7						
8						
9						
10						

Remarks: -For Site use purpose

Prepared By	G.Mona	Approved by	APPROVED 26 NOV 2020 MINISH PARIKH MANAGER PROCUREMENT
Sign.& Date	25-11-2020	Sign. & Date	

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

Company Name:		Date:	
Site & Phase :		Time:	
Supplier		Req. No.	
Material required before date:	19-11-2020	ID No.	

No	Description	Size	Quantity			
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:

Prepared By		Approved by	
Sign.& Date		Sign. & Date	

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