PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	2/12/20	Prepared by:	D.SOWMYA
PO/WO no.	72419.	PO / WO Date.	24/11/20.
Supplier Name	SSllp.	PO/WO amount	717
Firm/Company	Sov llp	Project	Sov llp
Sl. No.	Bill No.	Bill Date	Bill amount
1	14587	30/11/20.	717
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			717

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	12323.	30/11/20	85822	☑ 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:	717
Amount E – PO / WO value:	717
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	**5.12.2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	D					
Date	2/12/20	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/-

TAX INVOICE

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

ORIGINAL INVOICE

Customer Details		
Silver Oak Villas LLP	Invoice No.	14507
sy no 291,cherlapally hyd	Invoice Date.	30-11-2020
	PO No.	72419
	PO Date.	24-11-2020
	Req ID	61790
GSTIN : 36ADBFS3288A2Z7	Req Date	24-11-2020
	Loc Req No	156191

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4022 - Consumables - Dettol - NA - nos	3401	5	65.00	325.00	18	58.50
	Hand wash						
2	4009 - Consumables - Coconut Broom - other - nos	9603	12	16.00	192.00	0	0.00
3	4000 - Consumables - Acid - NA - ltrs	2806	6	20.00	120.00	18	21.60
4							
5							
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12							
13							
14							
15							

MODI PROPERTIES PVT. LTD. ★ SEC'BAD ★ INWARD No. 71779 Date. 3/12/20 Sign. Neha

IGST	CGST	SGST			
			Total Taxable Amount	637.00	80.10
	40.05	40.05	Total Invoice Amount	717.10	

Rupees : Seven Hundred Seventeen and Paise Ten Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 25-11-2020 12:33:39 Origi

72419
16.11.20 11:25:35

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	**Doc No**	72419	156191
	Doc Date	24-11-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	24-11-2020	
040-66335551 9618244433	**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*	5.00	65.00	0.00	18.00	383.50
2	4009 - Consumables - Coconut Broom - other - nos	12.00	16.00	0.00	0.00	192.00
3	4000 - Consumables - Acid - NA - ltrs	6.00	20.00	0.00	18.00	141.60
				Total Order Value . . .		**717.10**

Rupees : Seven Hundred Seventeen and Paise Ten Only.

Terms and Conditions :-

Specification /	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	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

26/11/2020

Name : ______________

Contact ..

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP	Date:	24-11-2020
Site & Phase :	Silver Oak Villas	Time:	10.00
Supplier		Req. No.	156191
Material required before date:	26-11-2020	ID No.	61790

P.O. 7-2419

No	Description	Size	Quantity	Units	Inward No	Date
1	Handwash		05	Nos		
2	Coconut brooms		12	Nos		
3	Acid		06	Nos		
4						
5						
6						
7						
8						
9						
10						

Remarks: -For Site use purpose

APPROVED
26 NOV 2020
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	G.Mona	Approved by	
Sign.& Date	24-11-2020	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.

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	DC No.	12323
Silver Oak Villas LLP sy no 291,cherlapally hyd	DC Date.	30-11-2020
	PO No.	72419
	PO Date.	24-11-2020
	Req ID	61790
GSTIN : 36ADBFS3288A2Z7	Req Date	24-11-2020
	Loc Req No	156191

	Description of Goods	HSN/SAC	Qty
1	4022 - Consumables - Dettol - NA - nos	3401	5
2	4009 - Consumables - Coconut Broom - other - nos	9603	12
3	4000 - Consumables - Acid - NA - ltrs	2806	6
4			
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MODI PROPERTIES PVT. LTD.
INWARD
No. 43478
Date 4/12
Sign.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

INWARD WITH TIME:
Inward No. 1517 | Dt. 30/11/20
MRN No: 85822 | Dt: 30/11/2020.
Received By: | Sign
SILVER OAK VILLAS LLP

Authorised signatory

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	Invoice No.	14507
Silver Oak Villas LLP	Invoice Date.	30-11-2020
sy no 291,cherlapally hyd	PO No.	72419
	PO Date.	24-11-2020
	Req ID	61790
GSTIN : 36ADBFS3288A2Z7	Req Date	24-11-2020
	Loc Req No	156191

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4022 - Consumables - Dettol - NA - nos	3401	5	65.00	325.00	18	58.50
	Hand wash						
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14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	637.00	80.10
	40.05	40.05	Total Invoice Amount	717.10	

Rupees : Seven Hundred Seventeen and Paise Ten Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

INWARD WITH TIME:
Inward No. 15171 Dt. 30/11/20
MRN No: Dt:
Received By: Sign
SILVER OAK VILLAS LLP

Authorised signatory