PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	31/12/20	Prepared by:	D.SOWMYA
PO/WO no.	72771	PO / WO Date.	7/12/20
Supplier Name	SSlp	PO/WO amount	8,477
Firm/Company	Sov Up	Project	Sov Up.
Sl. No.	Bill No.	Bill Date	Bill amount
1	15024	24/12/20.	1,545
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,545

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	12792	24/12/20.	86759	☑ 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:				1,545
Amount E – PO / WO value:				8,477
Amount F – Difference (A – E): GST-18%				6,932

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	**2.1.2021**

Remarks:
final bill

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]					
Date	31/12/20	31/12					

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

ORIGINAL INVOICE

#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
sy no 291,cherlapally hyd

GSTIN : 36ADBFS3288A2Z7

Invoice No.	15024
Invoice Date.	24-12-2020
PO No.	72771
PO Date.	07-12-2020
Req ID	62107
Req Date	07-12-2020
Loc Req No	156225

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	6	230.00	1,380.00	12	165.60
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	1,380.00	165.60
	82.80	82.80	Total Invoice Amount	1,545.60	

Rupees : One Thousand Five Hundred Fourty Five and Paise Sixty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES SEC'BAD
INWARD
No: 72695
Date: 28/12
Sign: Tehe

Purchase Order

 07-12-2020 16:16:18

72771
25.11.20 1:31:18

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**	72771	156225
	Doc Date	07-12-2020	
GSTIN 36ACQFS2044C1Z7	**Quote No**	Nil	
040-66335551 9618244433	**Quote Date**	07-12-2020	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7555 - Stationery - other - Paper - A4 - bundles Bal. 6	12.00	230.00	0.00	12.00	3,091.20
2	7560 - Stationery - other - Pen - NA - nos *Blue-24,Black-12,Red-12*	48.00	3.50	0.00	12.00	188.16
3	4022 - Consumables - Dettol - NA - nos *Hand wash*	5.00	65.00	0.00	18.00	383.50
4	4014 - Consumables - Colin - 500ml - nos	5.00	77.00	0.00	18.00	454.30
5	7594 - Stationery - other - Stapler pin - other - boxes *Small*	24.00	6.00	0.00	18.00	169.92
6	7593 - Stationery - other - Stapler - other - nos	4.00	37.00	0.00	18.00	174.64
7	7585 - Stationery - other - Sharpner - NA - nos	12.00	3.00	0.00	12.00	40.32
8	7523 - Stationery - other - Eraser - NA - nos	12.00	1.50	0.00	18.00	21.24
9	7592 - Stationery - other - stamp pad - NA - nos	3.00	42.00	0.00	18.00	148.68
10	3502 - Computers and Peripherals - Catridge - NA - nos *Epson ink bottle*	5.00	600.00	0.00	18.00	3,540.00
11	7552 - Stationery - other - Note pads - other - nos *Finger tips*	5.00	45.00	0.00	18.00	265.50
				Total Order Value . . .		**8,477.46**

Rupees : Eight Thousand Four Hundred Seventy Seven and Paise Fourty Six 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

⇒ Part Bill received of Rs. 6,932/- Bus: 14691
9/12/20
and Balance Bill of Rs. 1545/- to be receivable.
16/12/20

For ***Silver Oak Villas LLP***
Authorised Signatory
07/12/2020

Name : ____________

Contact - -

Accepted the above Terms And Conditions
For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Purchase Order

 07-12-2020 16:16:18

Original / Office Copy / Purchase Div.Copy

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 office use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For *Silver Oak Villas LLP*

Authorised Signatory

07/12/2020

Name : ________________

Contact - -

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ________________

Date : __/__/____

Company Name:	Silver Oak Villas LLP	Date:	05-12-20
Site,& Phase :	Silver Oak Villas	Time:	~~12:00~~
Supplier		Req. No.	156225
Material required before date:	09-12-2020	ID No.	62107

No	Description	Size	Quantity	Units	Inward No	Date
1	A4 paper Bundles		12	Bundles		
2	**Blue Pens**		24	Nos		
3	Black plans		12	Nos		
4	**Hand Wash**		05	Nos		
5	Colins		05	Nos		
6	Memo Stickers		05	Nos		
7	Stapler Pins small		24	Nos		
8	Staplers		04	Nos		
9	Erasers		12	Nos		
10	Sharpners		12	Nos		
11	Red pens		12	Nos		
12	Stamp pads		03	Nos		
13	Epson Ink Bottles		5	Nos		

Remarks: -For Site Office purpose

12271

APPROVED
07 DEC 2020
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	Mona	Approved by	
Sign.& Date	05-12-20	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.	12792
sy no 291,cherlapally hyd	DC Date.	24-12-2020
	PO No.	72771
	PO Date.	07-12-2020
	Req ID	62107
GSTIN : 36ADBFS3288A2Z7	Req Date	07-12-2020
	Loc Req No	156225

	Description of Goods	HSN/SAC	Qty
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INWARD WITH TIME:
Inward No. 15361 Dt: 24/12/20
MRN No: 86759 Dt: 26/12/2020
Received By: Sign:
SILVER OAK VILLAS LLP

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 44149
Date: 28/12
Sign:

TAX INVOICE

Summit Sales LLP

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

TRANSIT COPY

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details

Silver Oak Villas LLP
sy no 291,cherlapally hyd

GSTIN : 36ADBFS3288A2Z7

Invoice No.	15024
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14							
15							

Inward No. 15301 Date 24/12/20
MRN No:
Received By: Sign:
SILVER OAK VILLAS LLP

IGST	CGST	SGST				
	82.80	82.80	Total Taxable Amount	1,380.00		165.60
			Total Invoice Amount	1,545.60		

Rupees : One Thousand Five Hundred Fourty Five and Paise Sixty Only.

for Summit Sales LLP

Authorised Signatory

Subject to Hyderabad Jurisdiction