PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	9/1/21	Prepared by:	PRABHAKAR.P
PO/WO no.	73547	PO / WO Date.	5/1/21
Supplier Name	8SLLP	PO/WO amount	5,071.54
Firm/Company	8OVLLP	Project	Phase-IX
Sl. No.	Bill No.	Bill Date	Bill amount
1	15218	7/1/21	5,071.54
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			5,071.54

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	12971	7/1/21	87267	☑ 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:				5,071.54
Amount E – PO / WO value:				5,071.54
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	18/1/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]	APPROVED 11 JAN 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date		9/1/21					

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.	15218
Invoice Date.	07-01-2021
PO No.	73547
PO Date.	05-01-2021
Req ID	62826
Req Date	05-01-2021
Loc Req No	156290

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7571 - Stationery - other - Projects folder - NA - nos A4		150	5.50	825.00	18	148.50
2	7560 - Stationery - other - Pen - NA - nos Blue-Black	9608	60	3.50	210.00	12	25.20
3	7596 - Stationery - other - Tag files - NA - nos		10	13.00	130.00	18	23.40
4	7512 - Stationery - other - CD Marker - NA - nos Blk-Blue	9608	20	18.00	360.00	12	43.20
5	7544 - Stationery - other - Marker - NA - nos Black-Blue	9608	12	16.00	192.00	12	23.04
6	7555 - Stationery - other - Paper - A4 - bundles	4810	12	230.00	2,760.00	12	331.20
7							
8							
9							
10							
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12							
13							
14							
15							

IGST	CGST	SGST			
	297.27	297.27	Total Taxable Amount	4,477.00	594.54
			Total Invoice Amount	5,071.54	

Rupees : Five Thousand Seventy One and Paise Fifty Four Only.

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 13130
Date 8/1
Sign.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 07-01-2021 12:29:29

73547
31.12.20 3:28:56

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**	73547	156290
	Doc Date	05-01-2021	
GSTIN 36ACQFS2044C1Z7	**Quote No**	Nil	
040-66335551 9618244433	**Quote Date**	05-01-2021	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7571 - Stationery - other - Projects folder - NA - nos *A4*	150.00	5.50	0.00	18.00	973.50
2	7560 - Stationery - other - Pen - NA - nos *Blue-Black*	60.00	3.50	0.00	12.00	235.20
3	7596 - Stationery - other - Tag files - NA - nos	10.00	13.00	0.00	18.00	153.40
4	7512 - Stationery - other - CD Marker - NA - nos *Blk-Blue*	20.00	18.00	0.00	12.00	403.20
5	7544 - Stationery - other - Marker - NA - nos *Black-Blue*	12.00	16.00	0.00	12.00	215.04
6	7555 - Stationery - other - Paper - A4 - bundles	12.00	230.00	0.00	12.00	3,091.20
					Total Order Value . . .	**5,071.54**

Rupees : Five Thousand Seventy One and Paise Fifty Four 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 office purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For *Silver Oak Villas LLP*
Authorised Signatory

07/01/2021

Name : ______________

Contact - -

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

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP	Date:	05-01-2021
Site & Phase :	Silver Oak Villas	Time:	10.00
Supplier		Req. No.	156290
Material required before date:	07-01-2021	ID No.	62826

No	Description	Size	Quantity	Units	Inward No	Date
1	A4 Transperant Sheets	A4	150	Nos		
2	Blue pens		03	Boxes		
3	Black pens		02	Boxes		
4	Tag Files		10	Nos		
5	CD Markers Black		10	Nos		
6	CD Markers Blue		10	Nos		
7	Permanant Markers black		06	Nos		
8	Permanant Markers Blue		06	Nos		
9	A4 Papers		12	Nos		
10						

43547

Remarks: -For Site Office use purpose

Prepared By	G.Mona	Approved by	
Sign.& Date	05-01-2021	Sign. & Date	

APPROVED
07 JAN 2021
MINISH PARIKH
MANAGER PROCUREMENT

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		
Silver Oak Villas LLP	DC No.	12971
sy no 291,cherlapally hyd	DC Date.	07-01-2021
	PO No.	73547
	PO Date.	05-01-2021
	Req ID	62826
GSTIN : 36ADBFS3288A2Z7	Req Date	05-01-2021
	Loc Req No	156290

	Description of Goods	HSN/SAC	Qty
1	7571 - Stationery - other - Projects folder - NA - nos		
2	7560 - Stationery - other - Pen - NA - nos		150
3	7596 - Stationery - other - Tag files - NA - nos	9608	60
4	7512 - Stationery - other - CD Marker - NA - nos		10
5	7544 - Stationery - other - Marker - NA - nos	9608	20
6	7555 - Stationery - other - Paper - A4 - bundles	9608	12
7		4810	12
8			
9			
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30			

INWARD WITH TIME:
Inward No. 15355 Dt. 7/1/21
MRN No: 87267 Dt: 7/1/2021
Received By: Sign:
SILVER OAK VILLAS LLP

MODI PROPERTIES PVT. LTD.
INWARD
No. 44378
Date 8/1
Sign.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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		
Silver Oak Villas LLP	Invoice No.	15218
sy no 291,cherlapally hyd	Invoice Date.	07-01-2021
	PO No.	73547
	PO Date.	05-01-2021
	Req ID	62826
GSTIN : 36ADBFS3288A2Z7	Req Date	05-01-2021
	Loc Req No	156290

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7							
8							
9							
10							
11							
12							
13							
14							
15							

INWARD WITH TIME:
Inward No. 15355 Dt. 7/1/21
MRN No: Dt:
Received By: Sign:
SILVER OAK VILLAS LLP

IGST	CGST	SGST			
	297.27	297.27	Total Taxable Amount	4,477.00	594.54
			Total Invoice Amount	5,071.54	

Rupees : Five Thousand Seventy One and Paise Fifty Four Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction