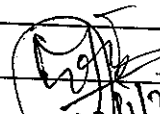
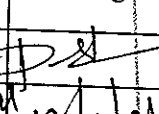
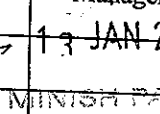


**PURCHASE DIVISION**  
Advice for approval for credit to supplier

|                                                               |                                                                                     |                                                                                     |                                                                                     |                                                                                                                                                                           |                             |             |                  |
|---------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-------------|------------------|
| Date:                                                         |                                                                                     | 12/01/2021                                                                          |                                                                                     | Prepared by:                                                                                                                                                              |                             | T.D. Murthy |                  |
| PO/WO no.                                                     |                                                                                     | 73091                                                                               |                                                                                     | PO / WO Date.                                                                                                                                                             |                             | 18/12/2020  |                  |
| Supplier Name                                                 |                                                                                     | M. Sudarshan                                                                        |                                                                                     | PO/WO amount                                                                                                                                                              |                             | Rs. 3,505/- |                  |
| Firm/Company                                                  |                                                                                     | Silver Oak Villas LLP                                                               |                                                                                     | Project                                                                                                                                                                   |                             | SOV - IX    |                  |
| Sl. No.                                                       |                                                                                     | Bill No.                                                                            |                                                                                     | Bill Date                                                                                                                                                                 |                             | Bill amount |                  |
| 1.                                                            |                                                                                     | 142                                                                                 |                                                                                     | 11/01/2021                                                                                                                                                                |                             | Rs. 3,505/- |                  |
| 2.                                                            |                                                                                     | -                                                                                   |                                                                                     | -                                                                                                                                                                         |                             | -           |                  |
| 3.                                                            |                                                                                     | -                                                                                   |                                                                                     | -                                                                                                                                                                         |                             | -           |                  |
| 4.                                                            |                                                                                     | -                                                                                   |                                                                                     | -                                                                                                                                                                         |                             | -           |                  |
| Amount A – Bills total(Excluding Transport & Hamali Charges): |                                                                                     |                                                                                     |                                                                                     |                                                                                                                                                                           |                             | Rs. 3,505/- |                  |
| Sl. No.                                                       | DC No                                                                               | DC. Date                                                                            | MRN No.                                                                             | DC matches MRN                                                                                                                                                            |                             |             |                  |
| 1.                                                            | 142                                                                                 | 11/01/2021                                                                          | 87442                                                                               | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                       |                             |             |                  |
| 2.                                                            | -                                                                                   | -                                                                                   | -                                                                                   | <input type="checkbox"/> Yes <input type="checkbox"/> N                                                                                                                   |                             |             |                  |
| 3.                                                            | -                                                                                   | -                                                                                   | -                                                                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                  |                             |             |                  |
| 4.                                                            | -                                                                                   | -                                                                                   | -                                                                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                  |                             |             |                  |
| Amount B – Other Credits :                                    |                                                                                     |                                                                                     |                                                                                     |                                                                                                                                                                           |                             | -           |                  |
| Amount C – Other Debits :                                     |                                                                                     |                                                                                     |                                                                                     |                                                                                                                                                                           |                             | -           |                  |
| Amount D (D=A+B-C) – Amount to be credited to the supplier:   |                                                                                     |                                                                                     |                                                                                     |                                                                                                                                                                           |                             | Rs. 3,505/- |                  |
| Amount E – PO / WO value:                                     |                                                                                     |                                                                                     |                                                                                     |                                                                                                                                                                           |                             | Rs. 3,505/- |                  |
| Amount F – Difference (A – E):                                |                                                                                     |                                                                                     |                                                                                     |                                                                                                                                                                           |                             | -           |                  |
| Quantity received as per PO / WO                              |                                                                                     |                                                                                     |                                                                                     | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below) |                             |             |                  |
| Is difference between PO / Bill acceptable?                   |                                                                                     |                                                                                     |                                                                                     | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (explained below)                                                                                     |                             |             |                  |
| Excess / short material received                              |                                                                                     |                                                                                     |                                                                                     | <input checked="" type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)                                                     |                             |             |                  |
| Close PO / WO                                                 |                                                                                     |                                                                                     |                                                                                     | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)                             |                             |             |                  |
| Advance paid / PDC given (deduct when paying)                 |                                                                                     |                                                                                     |                                                                                     | <input type="checkbox"/> Yes – Rs. /- <input checked="" type="checkbox"/> No                                                                                              |                             |             |                  |
| Payment – due date                                            |                                                                                     |                                                                                     |                                                                                     | 16/01/2021                                                                                                                                                                |                             |             |                  |
| Remarks:                                                      |                                                                                     |                                                                                     |                                                                                     |                                                                                                                                                                           |                             |             |                  |
|                                                               |                                                                                     |                                                                                     |                                                                                     |                                                                                                                                                                           |                             |             |                  |
| Approved by                                                   | Purchase Officer                                                                    | Purchase Manager                                                                    | Procurement Manager                                                                 | MD                                                                                                                                                                        | Accounts – receiver of bill | Accountant  | Accounts Manager |
| Sign:                                                         |  |  |  |                                                                                                                                                                           |                             |             |                  |
| Date                                                          | 12/1/21                                                                             | 12/1/21                                                                             | 13 JAN 2021                                                                         |                                                                                                                                                                           |                             |             |                  |

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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/-

# Purchase Order

Page(s) 1 Of 1

18-12-2020 13:26:23



73091

16.12.20 11:34:54

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

Mr. M. Sudarshan  
H.No. 1348, Pioneer Bazar, Bolarum, Secunderabad.

**GSTIN** 36BBIPM8347N1ZW

9849102251

|                   |            |        |
|-------------------|------------|--------|
| <b>Doc No</b>     | 73091      | 156243 |
| <b>Doc Date</b>   | 18-12-2020 |        |
| <b>Quote No</b>   | Nil        |        |
| <b>Quote Date</b> | 08-12-2020 |        |
| <b>SupplyType</b> | Supply     |        |

**Kind Attn : Mr. M. Sudarshan**

Purchase Order for the Supply of following Items.

| Item Name                                                                      | Qty  | Rate   | Dis% | GST   | Amount          |
|--------------------------------------------------------------------------------|------|--------|------|-------|-----------------|
| 1 2205 - Carpentry - windows - Al. Openable - other - sft<br>2'3" x 4'0 - 01no | 9.00 | 330.00 | 0.00 | 18.00 | 3,504.60        |
| <b>Total Order Value . . .</b>                                                 |      |        |      |       | <b>3,504.60</b> |

Rupees : Three Thousand Five Hundred Four and Paise Sixty Only.

## Terms and Conditions :-

|                              |                                                                                                                                                          |
|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Specification / Brand</b> | Aluminium Sections shall be of 'Agarvanshi' brand specifications as per Cir.No. 565(a). Approved rates on dtd. 10/08/2018.                               |
| <b>Payment Terms</b>         | After Delivery & Production of bill                                                                                                                      |
| <b>Tax</b>                   | All taxes included in above price.                                                                                                                       |
| <b>Delivery Date</b>         | Within 2days.                                                                                                                                            |
| <b>Delivery Location</b>     | Silver Oak Villas Phase - IX<br>Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of india mint<br>Phone. Contact: Security 65908777, 9502288244 Sanjay |
| <b>Penalty For Delay</b>     | Bills must be submitted to H.O. within 30days of completion of work. 10% pty on value of order will be deducted for delay in submission of bills.        |
| <b>Transportation Cost</b>   | Included in the above price.                                                                                                                             |
| <b>Warranty</b>              | 1 year on workmanship.                                                                                                                                   |
| <b>Advance Paid</b>          | Nil                                                                                                                                                      |
| <b>Other Terms</b>           | We reserve the right to reject items not conforming to quality and specifications. Above order for V.no. 68.                                             |
| <b>Completion Date</b>       | Work to be completed in 2days. Penalty of 5% of order value per week shall be levied for delay.                                                          |
| <b>Measurment</b>            | Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.                                                           |
| <b>Security</b>              | Supplier shall be responsible for security and storage of material at site at its risk and cost.                                                         |
| <b>Remarks</b>               |                                                                                                                                                          |

Accepted the above Terms And Conditions  
For Mr. M. Sudarshan

Date : \_/\_/2020

For Silver Oak Villas LLP