PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	1/2/21	Prepared by:	PRABHAKAR
PO/WO no.	73982	PO / WO Date.	19/1/21
Supplier Name	Summit Sales LLP	PO/WO amount	2,671.56
Firm/Company	Silver oak villas LLP	Project	Phase - IX
Sl. No.	Bill No.	Bill Date	Bill amount
1	15575	25/1/21	2671.56
3			
4			/
Amount A – Bills total(Excluding Transport & Hamali Charges):			2671.56

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	13275	25/1/21	87940	☑ 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:	2671.56
Amount E – PO / WO value:	2671.56
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	8/2
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]	APPROVED 02 FEB 2021 MINISH PARIKH				
Date		1/2					

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.	15575
Invoice Date.	25-01-2021
PO No.	73982
PO Date.	19-01-2021
Req ID	63168
Req Date	18-01-2021
Loc Req No	156323

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7505 - Stationery - other - Binder Clips - other - 15 mm	8305	12	20.00	240.00	18	43.20
2	7505 - Stationery - other - Binder Clips - other - 25mm	8305	12	38.00	456.00	18	82.08
3	7505 - Stationery - other - Binder Clips - other - 32mm	8305	12	40.00	480.00	18	86.40
4	7593 - Stationery - other - Stapler - other - nos	9608	5	37.00	185.00	18	33.30
5	7596 - Stationery - other - Tag files - NA - nos		6	13.00	78.00	18	14.04
6	7509 - Stationery - other - Calculator - NA - nos		2	158.00	316.00	18	56.88
7	7523 - Stationery - other - Eraser - NA - nos		12	1.50	18.00	18	3.24
8	7585 - Stationery - other - Sharpner - NA - nos	8214	12	3.00	36.00	12	4.32
9	7560 - Stationery - other - Pen - NA - nos Blue	9608	12	3.50	42.00	12	5.04
10	7594 - Stationery - other - Stapler pin - other - boxes NO.10	7415	12	6.00	72.00	18	12.96
11	2117 - Carpentry - hardware - Measuring tape - 5mtrs	9017	3	115.00	345.00	18	62.10
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	2,268.00	403.56
	201.78	201.78	Total Invoice Amount	2,671.56	

Rupees : Two Thousand Six Hundred Seventy One and Paise Fifty Six Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PRO... SEC'BAD
Inward No. 73732
Date
Sign. 28.1

Purchase Order

  20-01-2021 2:33:21 PM

73982
16.01.21 10:36:45

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

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	73982	156323
Doc Date	19-01-2021	
Quote No	Nil	
Quote Date	19-01-2021	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7505 - Stationery - other - Binder Clips - other - boxes *15 mm*	12.00	20.00	0.00	18.00	283.20
2	7505 - Stationery - other - Binder Clips - other - boxes *25mm*	12.00	38.00	0.00	18.00	538.08
3	7505 - Stationery - other - Binder Clips - other - boxes *32mm*	12.00	40.00	0.00	18.00	566.40
4	7593 - Stationery - other - Stapler - other - nos	5.00	37.00	0.00	18.00	218.30
5	7596 - Stationery - other - Tag files - NA - nos	6.00	13.00	0.00	18.00	92.04
6	7509 - Stationery - other - Calculator - NA - nos	2.00	158.00	0.00	18.00	372.88
7	7523 - Stationery - other - Eraser - NA - nos	12.00	1.50	0.00	18.00	21.24
8	7585 - Stationery - other - Sharpner - NA - nos	12.00	3.00	0.00	12.00	40.32
9	7560 - Stationery - other - Pen - NA - nos *Blue*	12.00	3.50	0.00	12.00	47.04
10	7594 - Stationery - other - Stapler pin - other - boxes *NO.10*	12.00	6.00	0.00	18.00	84.96
11	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	3.00	115.00	0.00	18.00	407.10
					Total Order Value . . .	**2,671.56**

Rupees : Two Thousand Six Hundred Seventy One and Paise Fifty 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

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Purchase Order

 20-01-2021 2:33:21 PM

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 purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Company Name:	Silver Oak Villas LLP	Date:	18-01-2021
Site & Phase :	Silver Oak Villas	Time:	14.00
Supplier		Req. No.	156323
Material required before date:	21-01-2021	ID No.	63168

No	Description	Size	Quantity	Units	Inward No	Date
1	BINDING CLIPS	SMALL	12	BOXES		
2	BINDING CLIPS	MEDIUM	12	BOXES		
3	BINDING CLIPS	BIG	12	BOXES		
4	STAPLERS		05	NOS		
5	**BLUE FOLDERS**		12	NOS		
6	TAG FILES		06	NOS		
7	CALCULATORS		2	NOS		
8	MEASUREMENT TAPE	5M	03	NOS		
9	ERASERS		12	NOS		
10	SHARPERNERS		12	NOS		
✓11	BOLD MARKINGS		12	NOS		
12	BLUE PENS		12	NOS		
13	STAPLER PINS	Small -	12			

43982

Remarks: -For Site use purpose

Prepared By	G.Mona	Approved by	
Sign.& Date	18-01-2021	Sign. & Date	

APPROVED
22 JAN 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

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
sy no 291,cherlapally hyd

GSTIN : 36ADBFS3288A2Z7

DC No.	13275
DC Date.	25-01-2021
PO No.	73982
PO Date.	19-01-2021
Req ID	63168
Req Date	18-01-2021
Loc Req No	156323

	Description of Goods	HSN/SAC	Qty
1	7505 - Stationery - other - Binder Clips - other - boxes	8305	12
2	7505 - Stationery - other - Binder Clips - other - boxes	8305	12
3	7505 - Stationery - other - Binder Clips - other - boxes	8305	12
4	7593 - Stationery - other - Stapler - other - nos	9608	5
5	7596 - Stationery - other - Tag files - NA - nos		6
6	7509 - Stationery - other - Calculator - NA - nos		2
7	7523 - Stationery - other - Eraser - NA - nos		12
8	7585 - Stationery - other - Sharpner - NA - nos	8214	12
9	7560 - Stationery - other - Pen - NA - nos	9608	12
10	7594 - Stationery - other - Stapler pin - other - boxes	7415	12
11	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	9017	3
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15449 Dt. 25/1/21
No: 87940 Dt: 27/01/21
Received By: Soman Sign: 25/1/21
SILVER OAK VILLAS LLP

for Summit Sales LLP

Authorised Signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SECBAD
Inward No. 45612
Date 29/1
Sign.

TAX INVOICE

Summit Sales LLP

TRANSIT COPY

#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	Invoice No.	15575
sy no 291,cherlapally hyd	Invoice Date.	25-01-2021
	PO No.	73982
	PO Date.	19-01-2021
	Req ID	63168
GSTIN : 36ADBFS3288A2Z7	Req Date	18-01-2021
	Loc Req No	156323

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12							
13							
14							
15							

RECEIVED WITH THANKS
Ref No. 15449 Dt. 25/1/21
PRN No:
Received By: Sign: 25/1/21
SILVER OAK VILLAS LLP.

IGST	CGST	SGST			
			Total Taxable Amount	2,268.00	403.56
	201.78	201.78	Total Invoice Amount	2,671.56	

Rupees : Two Thousand Six Hundred Seventy One and Paise Fifty Six Only.

for Summit Sales LLP

Authorised signatory

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