PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	06-02-2021	Prepared by:	PRABHAKAR.P
PO/WO no.	74417	PO / WO Date.	03-02-21
Supplier Name	Summit Sales LLP	PO/WO amount	3,327-68
Firm/Company	Silver Oak Villas LLP	Project	Phase IX
Sl. No.	Bill No.	Bill Date	Bill amount
1	15751	04-2-21	2,207-68
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,207-68

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	13434	04-02-21	88328	☐ 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:	2,207-68
Amount E – PO / WO value:	3,327-68
Amount F – Difference (A – E): GST-18%	1,120-00

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	**15-02-21**

Remarks: **SHORT QTY RECEIVED**

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 08 FEB 2021				
Date		6/2	MINISH PARIKH				

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

ORIGINAL 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

Customer Details

Silver Oak Villas LLP

Sy No, 291, Phase IX, Cherlapally, Hyderabad

GSTIN : 36ADBFS3288A2Z7

Invoice No.	15751
Invoice Date.	04-02-2021
PO No.	74417
PO Date.	03-02-2021
Req ID	63615
Req Date	03-02-2021
Loc Req No	156364

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4041 - Consumables - Mopping stick - NA - nos	9603	6	126.00	756.00	18	136.08
2	4009 - Consumables - Coconut Broom - other - nos	9603	26	16.00	416.00	0	0.00
3	4080 - Consumables - Bombay Brooms - Other - Nos	9603	20	10.00	200.00	0	0.00
4	7560 - Stationery - other - Pen - NA - nos Red-20 Black-20	9608	40	3.50	140.00	12	16.80
5	3134 - Chemicals - Tile Grout - 1kg - pkts	3214	10	46.00	460.00	18	82.80
6							
7							
8							
9							
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11							
12							
13							
14							
15							

IGST	CGST	SGST			
	117.84	117.84	Total Taxable Amount	1,972.00	235.68
			Total Invoice Amount	2,207.68	

Rupees : Two Thousand Two Hundred Seven and Paise Sixty Eight Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 74687 Date: 6/2 Sign:

Authorised signatory

Purchase Order

74417
05.02.21 11:33:36

03-02-2021 15:12:35

...ny : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

...pplier Details			
Summit Sales LLP	**Doc No**	74417	156364
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	03-02-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	03-02-2021	
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	4041 - Consumables - Mopping stick - NA - nos	6.00	126.00	0.00	18.00	892.08
2	4009 - Consumables - Coconut Broom - other - nos	26.00	16.00	0.00	0.00	416.00
3	4080 - Consumables - Bombay Brooms - Other - Nos	20.00	10.00	0.00	0.00	200.00
4	4003 - Consumables - Bombay Broom - Big - nos	20.00	56.00	0.00	0.00	1,120.00
5	7560 - Stationery - other - Pen - NA - nos *Red-20 Black-20*	40.00	3.50	0.00	12.00	156.80
6	3134 - Chemicals - Tile Grout - 1kg - pkts	10.00	46.00	0.00	18.00	542.80
					Total Order Value . . .	**3,327.68**

Rupees : Three Thousand Three Hundred Twenty Seven and Paise Sixty Eight Only.

(1) Part material Received
Invo: 1575
Dt: 4/2/21
Amt: 2207.68
Ballance receivable

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

06/02/2021

Name : ____________

Contact - -

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

Name : ____________

Date : __/__/____

Requisition Form

	Silver Oak Villas LLP	Date:	03-02-2021
	Silver Oak Villas	Time:	10.00
		Req. No.	156364
al required before date:	06-02-2021	ID No.	63615

No	Description	Size	Quantity	Units	Inward No	Date
1	Mopping Sticks		06	Nos		
2	CoconutBrooms		26	Nos		
3	Bombey Brooms	Small	20	Nos		
4	Bombey Brooms	Big	20	Nos		
5	Red Pens		20	Nos		
6	Black pens		20	Nos		
7	Tile Groute		10	Nos		

70417

APPROVED 08 FEB 2021 MINISH PARIKH MANAGER PROCUREMENT

~~Remarks: ForSite Use Purpose~~

Prepared By	G.Mona	Approved by	
Sign.& Date	03-02-2021	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.

Company Name:	Silver Oak Villas LLP	Date:	
Site & Phase :	Silver Oak Villas	Time:	
Supplier		Req. No.	
~~Material required before date:~~	~~03-02-2021~~	~~ID No.~~	

No	Description	Size	Quantity	Units	Inward No	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.	13434
Sy No, 291, Phase IX, Cherlapally, Hyderabad	DC Date.	04-02-2021
	PO No.	74417
	PO Date.	03-02-2021
	Req ID	63615
	Req Date	03-02-2021
GSTIN : 36ADBFS3288A2Z7	Loc Req No	156364

	Description of Goods	HSN/SAC	Qty
1	4041 - Consumables - Mopping stick - NA - nos	9603	6
2	4009 - Consumables - Coconut Broom - other - nos	9603	26
3	4080 - Consumables - Bombay Brooms - Other - Nos	9603	20
4	7560 - Stationery - other - Pen - NA - nos	9608	40
5	3134 - Chemicals - Tile Grout - 1kg - pkts	3214	10
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INWARD
Invoice No. 15526 Dt. 4/2/21
MRN No. 98328 5/2/21
Received By: Sign: 4/2/21
SILVER OAK VILLAS LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 46338
Date 8/2

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory