

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	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date			08 FEB 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. 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/-

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

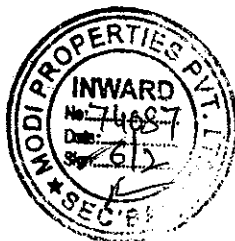
1 of 1 : 04-02-2021

Customer Details				Invoice No.		15751	
Silver Oak Villas LLP				Invoice Date.		04-02-2021	
Sy No, 291, Phase IX, Cherlapally, Hyderabad				PO No.		74417	
GSTIN : 36ADBFS3288A2Z7				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
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IGST		CGST	SGST	Total Taxable Amount		1,972.00	235.68
		117.84	117.84	Total Invoice Amount		2,207.68	
Rupees : Two Thousand Two Hundred Seven and Paise Sixty Eight Only.							

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

03-02-2021 15:12:35



05.02.21 11:33:36

Buyer : **Silver Oak Villas LLP**

5-4-187/3 & 4, II nd 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

74417

156364

Doc Date

03-02-2021

Quote No

Nil

Quote Date

03-02-2021

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.

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

Penalty 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**Measurement** NA**Security** Nil**Remarks**

① Part material received
 Invo: 15751
 Dt: 4/2/21
 Amt: 2207.68
 Balance receivable
 2

For **Silver Oak Villas LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Contact : _____

Requisition Form

[illegible]

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

[illegible]

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

1 of 1 : 04-02-2021

Customer Details		DC No.	13434
Silver Oak Villas LEP		DC Date.	04-02-2021
Sy No, 291, Phase IX, Cherlapally, Hyderabad		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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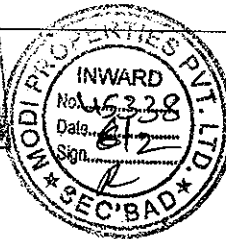
INWARD WITH CHIT

Invoice No. 15526 Date 4/2/21

MKN No. 88328 Date 4/2/21

Received By: [Signature] Sign: 4/2/21

SILVER OAK VILLAS LLP



for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction