PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	16/03/2021	Prepared by:	T.D. Murthy
PO/WO no.	75409	PO / WO Date.	08/03/2021
Supplier Name	Summit Sales LLP	PO/WO amount	Rs. 3,159/-
Firm/Company	Silver Oak Villas LLP	Project	SOV - IX
Sl. No.	Bill No.	Bill Date	Bill amount
1.	16369	10/03/2021	Rs. 2,308/-
2.	-	-	-
3.	-	-	-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 2,308/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	14015	10/03/2021	89899	☑ Yes ☐ No
2.	-	-	-	☐ Yes ☐ No
3.	-	-	-	☐ Yes ☐ No
4.	-	-	-	☐ Yes ☐ No

Amount B –Other Credits :	-
Amount C –Other Debits :_	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	Rs. 2,308/-
Amount E – PO / WO value:	Rs. 3,159/-
Amount F – Difference (A – E):	Rs. -851/-

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	**20/03/2021**

Remarks: **Part bill received.**

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		16 MAR 2021				
Date							

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/-

TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003 ORIGINAL INVOICE

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.	16369
Invoice Date.	10-03-2021
PO No.	75409
PO Date.	08-03-2021
Req ID	64458
Req Date	06-03-2021
Loc Req No	156400

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4014 - Consumables - Colin - 500ml - nos	3402	6	80.00	480.00	18	86.40
2	4022 - Consumables - Dettol - NA - nos Hand wash	3401	1	80.00	80.00	18	14.40
3	4059 - Consumables - Surf Detergent Powder - NA -	3402	2	24.00	48.00	18	8.64
4	4001 - Consumables - Air Freshner - NA - nos	3307	6	40.00	240.00	18	43.20
5	4001 - Consumables - Air Freshner - NA - nos Room freshners	3307	3	84.00	252.00	18	45.36
6	4039 - Consumables - Lisol Cleaning Liquid - NA -	3808	5	80.00	400.00	18	72.00
7	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6	76.00	456.00	18	82.08
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IGST	CGST	SGST			
	176.04	176.04	Total Taxable Amount	1,956.00	352.08
			Total Invoice Amount	2,308.08	

Rupees : Two Thousand Three Hundred Eight and Paise Eight Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES (P) LTD. SEC'BAD
No. 15372
Date 13/3

Purchase Order

 08-03-2021 15:14:04

75409
04.03.21 12:26:58

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**	75409	156400
	Doc Date	08-03-2021	
	Quote No	Nil	
	Quote Date	08-03-2021	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4014 - Consumables - Colin - 500ml - nos	6.00	80.00	0.00	18.00	566.40
2	4022 - Consumables - Dettol - NA - nos *Hand wash* Bal. 5	6.00	80.00	0.00	18.00	566.40
3	4059 - Consumables - Surf Detergent Powder - NA - kgs Bal. 4	6.00	24.00	0.00	18.00	169.92
4	4001 - Consumables - Air Freshner - NA - nos	6.00	40.00	0.00	18.00	283.20
5	4001 - Consumables - Air Freshner - NA - nos *Room freshners*	3.00	84.00	0.00	18.00	297.36
6	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	5.00	80.00	0.00	18.00	472.00
7	4065 - Consumables - Vim bar - NA - nos	5.00	45.00	0.00	18.00	265.50
8	4035 - Consumables - Harpic - Cleaner - 500ml - nos	6.00	76.00	0.00	18.00	538.08
					Total Order Value . . .	**3,158.86**

Rupees : Three Thousand One Hundred Fifty Eight and Paise Eighty Six Only.

Terms and Conditions :-

=> Part Bill received of Rs. 2,301/- B.No: 16369 and Bal. Bill of 10/3/21 Rs. 857/- to be receivable.
16/3/21

Specification / Brand	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 Cost	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

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	Date:	02-03-2021
Site & Phase :	SILVER OAK VILLAS-IX	Time:	12.00
Supplier		Req. No.	156400
Material required before date:	15-03-2021	ID No.	64458

No	Description	Size	Quantity	Units	Inward No	Date
1	Colin		06	Nos		
2	Handwash		06	Nos		
3	Surf		06	Nos		
4	Harpic		06	Nos		
5	Air pockets		06	Nos		
6	Room Freshner		03	Nos		
7	Lizol 75409		05	Nos		
8	Soap		05	Nos		
9						
10						

Remarks: - For Office use purpose.

epared By	B.Meenakshi	Approved by	
Sign.& Date	02-03-2021	Sign. & Date	

APPROVED
08 MAR 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

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.	14015
Sy No, 291, Phase IX, Cherlapally, Hyderabad	DC Date.	10-03-2021
	PO No.	75409
	PO Date.	08-03-2021
	Req ID	64458
GSTIN : 36ADBFS3288A2Z7	Req Date	06-03-2021
	Loc Req No	156400

	Description of Goods	HSN/SAC	Qty
1	4014 - Consumables - Colin - 500ml - nos	3402	6
2	4022 - Consumables - Dettol - NA - nos	3401	1
3	4059 - Consumables - Surf Detergent Powder - NA - kgs	3402	2
4	4001 - Consumables - Air Freshner - NA - nos	3307	6
5	4001 - Consumables - Air Freshner - NA - nos	3307	3
6	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3808	5
7	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	6
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INWARD ENTRY
No: 15639 Dt: 16/3/21
DC No: 89899 Dt: 10/3/2021
Received By: Sign:
SILVER OAK VILLAS LLP

MODI PROPERTIES PVT. LTD.
INWARD
No. 46424
Date 16/3

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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

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Silver Oak Villas LLP

Sy No, 291, Phase IX, Cherlapally, Hyderabad

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INWARD WITH THE
No 15639 Dt 10/3/21
GRN No: Dt
Received By: Sign
SILVER OAK VILLAS LLP

IGST	CGST	SGST			
	176.04	176.04	Total Taxable Amount	1,956.00	352.08
			Total Invoice Amount	2,308.08	

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