PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	17/3/21	Prepared by:	PRABHAKAR
PO/WO no.	75407	PO / WO Date.	8/3/21
Supplier Name	Gautham Enterprises	PO/WO amount	3360-00
Firm/Company	Bikes oak villas LLP	Project	Phase-IV
Sl. No.	Bill No.	Bill Date	Bill amount
1	1631	16/3/21	3360-00
2			
3			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3360-00

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			90171	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B –Other Credits :_Transportation charges/Charges	—
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	3360-00
Amount E – PO / WO value:	3360-00
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	29/3
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]	25 MAR 2021				
Date		18/3					

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 FOR RECIPIENT)

Gautham Enterprises
1-10-98/19, Vallabh Nagar,Begumpet, Secunderabad
Pin-500016 Ph.27763763,40211963
GSTIN/UIN: 36ADIPA9683N1ZW
State Name : Telangana, Code : 36
E-Mail : gautham_entps2424@yahoo.com

Consignee (Ship to)
Silver Oak Villas LLP
HYDERABAD
GSTIN/UIN : 36ADBFS3288A2Z7
State Name : Telangana, Code : 36

Buyer (Bill to)
Silver Oak Villas LLP
HYDERABAD
GSTIN/UIN : 36ADBFS3288A2Z7
State Name : Telangana, Code : 36

Invoice No. **1631**	Dated **16-Mar-21**
Delivery Note	Mode/Terms of Payment
Reference No. & Date.	Other References
Buyer's Order No. **p.o.no 75407 dt 8.3.21**	Dated **16-Mar-21**
Dispatch Doc No.	Delivery Note Date
Dispatched through **Somesh**	Destination **TS 10UB3123**
Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate (Incl. of Tax)	Rate	per	Disc. %	Amount
1	**Nescafe Signature Premix**	21011200	18 %	**8 kg**	420.00	355.93	kg		**2,847.44**
	CGST Output - 9%					9	%		**256.27**
	SGST Output - 9%					9	%		**256.27**
	Rounded Off								**0.02**
	Total			**8 kg**					**₹ 3,360.00**

INWARD WITH WE:
Inward No 15651 Dt. 16/3/21
MRN No: 9017 Dt: 17/3/2021
Received By: Sign
SILVER OAK VILLAS LLP

Amount Chargeable (in words)
INR Three Thousand Three Hundred Sixty Only

E. & O.E

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
21011200	2,847.44	9%	256.27	9%	256.27	512.54
Total	**2,847.44**		**256.27**		**256.27**	**512.54**

Tax Amount (in words) : **INR Five Hundred Twelve and Fifty Four paise Only**

Company's Bank Details
Bank Name : **Union Bank of India**
A/c No. : **022231043001908**
Branch & IFS Code : **Ameerpet Br & UBIN0802221**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for Gautham Enterprises

Authorised Signatory

GAUTHAM ENTERPRISES Begumpet, Secunderabad

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

MODI PROPERTIES PVT LTD SEC'BAD
INWARD
No. 15517
Date 18/3

Purchase Order

 08-03-2021 1:23:09 PM

75407
04.03.21 12:26:58

py

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

Gautham Enterprises
Shop No. 1-10-98/19, Begumpet, behind Panthalooms,Sec-Bad

GSTIN 36ADIPA9683N12W NA
2776-3763 / 6633-8763 9848035963

Doc No	75407	156399
Doc Date	08-03-2021	
Quote No		
Quote Date	08-03-2021	
SupplyType	Supply	

Kind Attn : Mr.Venkatesh Goud / Mrs. Saritha

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4011 - Consumables - Coffee Powder - NA - kgs	8.00	420.00	0.00	0.00	3,360.00
					Total Order Value . . .	**3,360.00**

Rupees : Three Thousand Three Hundred Sixty 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

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

Name : ____________

Accepted the above Terms And Conditions

For ***Gautham Enterprises***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SILVER OAK VILLAS	Date:	02-03-2021
Site & Phase :	SILVER OAK VILLAS-IX	Time:	12.00
Supplier		Req. No.	156399
Material required before date:	15-03-2021	ID No.	64457

No	Description	Size	Quantity	Units	Inward No	Date
1	Cofee Powder		8	Packts		
2						
3						
4						
5						
6						
7	75407					
8						
9						
10						

Remarks: - For Office use purpose.

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

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

APPROVED
08 MAR 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE