# PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 02/04/2021 | Prepared by: | MUNISH. |
| PO/WO no. | 75933. | PO / WO Date. | 26/03/2021 |
| Supplier Name | SSLLP . | PO/WO amount | 2,328/- |
| Firm/Company | SovLLP . | Project | SOV- Phase-IX |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1 | 16715 | 27/03/2021 | 1,068/- |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 1,068/- |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | 14322 | 27/03/2021 | 90653. | ☑ 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: | | | | 1,068/- 1068/- |
| Amount E – PO / WO value: | | | | 2,328/- |
| Amount F – Difference (A – E): GST-18% | | | | 1,260/- |

| | |
|---|---|
| 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 | 09/04/2021 |
| Remarks: Part Quantity Recieved; balance receivable Am(t)- 1,260/- | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | | | 02 APR 2021 | | | | |
| Date | 27.3.21 | | | | | | |

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 | Invoice No. | 16715 |
| Sy No, 291, Phase IX, Cherlapally, Hyderabad | Invoice Date. | 27-03-2021 |
| | PO No. | 75933 |
| | PO Date. | 26-03-2021 |
| | Req ID | 64985 |
| GSTIN : 36ADBFS3288A2Z7 | Req Date | 26-03-2021 |
| | Loc Req No | 156424 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 4009 - Consumables - Coconut Broom - other - nos | 9603 | 20 | 15.75 | 315.00 | 0 | 0.00 |
| 2 | 4057 - Consumables - Sponges - NA - nos | 3921 | 50 | 8.70 | 435.00 | 18 | 78.30 |
| 3 | 4080 - Consumables - Bombay Brooms - Other - Nos | 9603 | 24 | 10.00 | 240.00 | 0 | 0.00 |
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| IGST | CGST | SGST | | | | |
|---|---|---|---|---|---|---|
| | 39.15 | 39.15 | Total Taxable Amount | 990.00 | | 78.30 |
| | | | Total Invoice Amount | 1,068.30 | | |

Rupees : One Thousand Sixty Eight and Paise Thirty Only.

**for Summit Sales LLP**

Subject to Hyderabad Jurisdiction

76039
30/3

*Authorised signatory*

# Purchase Order

 26-03-2021 16:22:04

75933
24.03.21 11:13:31

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<br>5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad | **Doc No** | 75933 | 156424 |
| | **Doc Date** | 26-03-2021 | |
| | **Quote No** | Nil | |
| **GSTIN** 36ACQFS2044C1Z7 | **Quote Date** | 26-03-2021 | |
| 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 | 4009 - Consumables - Coconut Broom - other - nos | 20.00 | 15.75 | 0.00 | 0.00 | 315.00 |
| 2 | 4003 - Consumables - Bombay Broom - Big - nos | 20.00 | 63.00 | 0.00 | 0.00 | 1,260.00 |
| 3 | 4057 - Consumables - Sponges - NA - nos | 50.00 | 8.70 | 0.00 | 18.00 | 513.30 |
| 4 | 4080 - Consumables - Bombay Brooms - Other - Nos | 24.00 | 10.00 | 0.00 | 0.00 | 240.00 |
| | | | | | **Total Order Value . . .** | **2,328.30** |

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

Part Quantity Recieved,
Bill No/- 16715 Dt/- 27/3/21 Amt/- 1,068/-
Bal:- Amt/- 1,260/-
22/04/2021

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<br>Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of india mint<br>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 patch finishing purpose. |
| **Completion Date** | NA |
| **Measurment** | NA |
| **Security** | Nil |
| **Remarks** | . |

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

| | | | |
|---|---|---|---|
| ...pany Name: | Silver Oak Villas LLP | Date: | 26-03-2021 |
| ...e & Phase : | Silver Oak Villas | Time: | 12.00 |
| ...pplier | | Req. No. | 156424 |
| ...aterial required before date: | 28-03-2021 | ID No. | 64985 |

| ...o | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Coconut brooms | | 20 | Nos | | |
| 2 | Boombay brooms | Big | 20 | Nos | | |
| 3 | Roller Tissues | | 10 | Nos | | |
| 4 | Plastic Gampa | | 12 | Nos | | |
| 5 | GI buckets | | 06 | Nos | | |
| 6 | Sponges 75933 | | 50 | Nos | | |
| 7 | Araldite | | 06 | Nos | | |
| 8 | Bombay brooms | small | 24 | nos | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks: -For Site Roads Cleaning and office use purpose and tissues for CH & Office Washrooms.

| | | | |
|---|---|---|---|
| Prepared By | G. Mona | Approved by | |
| Sign.& Date | 26-03-2021 | Sign. & Date | |

APPROVED 27 MAR 2021 P. PRABHAKAR Sr. MANAGER PURCHASE

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

| | | | |
|---|---|---|---|
| Company Name: | Silver Oak Villas LLP | Date: | 21.02.2020 |
| Site & Phase : | Silver Oak Villas | Time: | 12.00 |
| Supplier | | Req. No. | |
| Material required before date: | | ID No. | |

| No | Description | Size | Quantity | Units | Inward No | Date |
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Remarks: -For Level markings and plastering purpose

| | | | |
|---|---|---|---|
| Prepared By | G.Mona | Approved by | |
| Sign.& Date | 21.02.2020 | Sign. & 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. | 14322 |
| Sy No, 291, Phase IX, Cherlapally, Hyderabad | DC Date. | 27-03-2021 |
| | PO No. | 75933 |
| | PO Date. | 26-03-2021 |
| | Req ID | 64985 |
| GSTIN : 36ADBFS3288A2Z7 | Req Date | 26-03-2021 |
| | Loc Req No | 156424 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 4009 - Consumables - Coconut Broom - other - nos | 9603 | 20 |
| 2 | 4057 - Consumables - Sponges - NA - nos | 3921 | 50 |
| 3 | 4080 - Consumables - Bombay Brooms - Other - Nos | 9603 | 24 |
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INWARD WITH TIME:
Inward No 15685 Dt: 27/3/21
MRN No: 90653 Dt:
Received By: Sign
SILVER OAK VILLAS LLP

for Summit Sales LLP

*Authorised signatory*

Subject to Hyderabad Jurisdiction

MODI PROPERTIES
No. 40944
Dt. 1/4

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 | Invoice Date. | 27-03-2021 |
| Sy No, 291, Phase IX, Cherlapally, Hyderabad | PO No. | 75933 |
| | PO Date. | 26-03-2021 |
| | Req ID | 64985 |
| GSTIN : 36ADBFS3288A2Z7 | Req Date | 26-03-2021 |
| | Loc Req No | 156424 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
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INWARD WITH TIME:
Inward No 15685 Dt: 27/3/21
MRN No: Dt:
Received By: Sign
SILVER OAK VILLAS LLP

| IGST | CGST | SGST | Total Taxable Amount | 990.00 | 78.30 |
|---|---|---|---|---|---|
| | 39.15 | 39.15 | Total Invoice Amount | 1,068.30 | |

Rupees : One Thousand Sixty Eight and Paise Thirty Only.

**for Summit Sales LLP**

Subject to Hyderabad Jurisdiction

*Authorised signatory*