PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	11-04-21	Prepared by:	PRABHAKAR
PO/WO no.	76084	PO / WO Date.	1-4-21
Supplier Name	SUMMIT SALES LLP	PO/WO amount	799-10
Firm/Company	Silver Oak Villas LLP	Project	Phase IX
Sl. No.	Bill No.	Bill Date	Bill amount
1	16797	3-4-21	799-10
2			
3			
Amount A – Bills total(Excluding Transport & Hamali Charges):			799-10

Sl. No.	DC.No	DC. Date	MRN No.	DC matches MRN
1.	14429	3-4-21	90897	☑ 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:	799-10
Amount E – PO / WO value:	799-10
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	**19-04-21**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		11/4					

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

OFFICE 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

Customer Details	Invoice No.	16797
Silver Oak Villas LLP	Invoice Date.	03-04-2021
Sy No, 291, Phase IX, Cherlapally, Hyderabad	PO No.	76084
	PO Date.	01-04-2021
	Req ID	65111
GSTIN : 36ADBFS3288A2Z7	Req Date	01-04-2021
	Loc Req No	156428

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos	9608	60	3.50	210.00	12	25.20
	Bluc						
2	7560 - Stationery - other - Pen - NA - nos	9608	40	3.50	140.00	12	16.80
	Black						
3	2117 - Carpentry - hardware - Measuring tape - 5mtrs	9017	3	115.00	345.00	18	62.10
4							
5							
6							
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14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	695.00		104.10
	52.05	52.05	Total Invoice Amount		799.10	

Rupees : Seven Hundred Ninty Nine and Paise Ten Only.

MODI PROPERTIES PVT. LTD.
INWARD
No: 76288
Date: 10/4
Sign:
SEC'BAD

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 01-04-2021 17:25:36

76084
30.03.21 4:51:32

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	**Doc No**	76084	156428
	Doc Date	01-04-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	01-04-2021	
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	7560 - Stationery - other - Pen - NA - nos *Blue*	60.00	3.50	0.00	12.00	235.20
2	7560 - Stationery - other - Pen - NA - nos *Black*	40.00	3.50	0.00	12.00	156.80
3	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	3.00	115.00	0.00	18.00	407.10
					Total Order Value . . .	**799.10**

Rupees : Seven Hundred Ninty Nine and Paise Ten 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 :

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Date : __/__/____

Name : ________________

Requisition Details

Company Name:	Silver Oak Villas LLP	Date:	01-04-2021
Site & Phase :	Silver Oak Villas	Time:	10.00
Supplier		Req. No.	156428
Material required before date:	04-04-2021	ID No.	65111

No	Description	Size	Quantity	Units	Inward No	Date
1	Catridge Refill		03	Nos		
2	Blue Pens		03	Boxes		
3	Black pens		02	Boxes		
4	Measurement Tapes		03	Nos		
	76084					

Remarks: For Site Office use and tapes for engineers

Prepared By	G.Mona	Approved by	
Sign.& Date	31-03-2021	Sign. & Date	

APPROVED
01 APR 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

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	DC No.	14399
Silver Oak Villas LLP	DC Date.	03-04-2021
Sy No, 291, Phase IX, Cherlapally, Hyderabad	PO No.	76084
	PO Date.	01-04-2021
	Req ID	65111
GSTIN : 36ADBFS3288A2Z7	Req Date	01-04-2021
	Loc Req No	156428

	Description of Goods	HSN/SAC	Qty
1	7560 - Stationery - other - Pen - NA - nos	9608	60
2	7560 - Stationery - other - Pen - NA - nos	9608	40
3	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	9017	3
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INWARD
Inward No: 15690 3/4/21
MRN No: 90897 3/4/21
Received By: Sign
SILVER OAK VILLAS LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 41037
Date:
Sign: 7/4

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

Customer Details		
Silver Oak Villas LLP	Invoice No.	16797
Sy No, 291, Phase IX, Cherlapally, Hyderabad	Invoice Date.	03-04-2021
	PO No.	76084
	PO Date.	01-04-2021
	Req ID	65111
GSTIN : 36ADBFS3288A2Z7	Req Date	01-04-2021
	Loc Req No	156428

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos	9608	60	3.50	210.00	12	25.20
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5							
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12							
13							
14							
15							

Inward to 15690 3/4/21
MRN No: DB
Received By: Sign
SILVER OAK VILLAS LLP

IGST	CGST	SGST			
			Total Taxable Amount	695.00	104.10
	52.05	52.05	Total Invoice Amount	799.10	

Rupees : Seven Hundred Ninty Nine and Paise Ten Only.

for Summit Sales LLP

Monike

Authorised signatory

Subject to Hyderabad Jurisdiction