

**PURCHASE DIVISION**  
Advice for approval for credit to supplier

|               |                   |               |             |
|---------------|-------------------|---------------|-------------|
| Date:         | 22-04-2021        | Prepared by:  | BHAVANI     |
| PO/WO no.     | 76139             | PO / WO Date. | 03-04-2021  |
| Supplier Name | Legend Elevations | PO/WO amount  | 2,039.04    |
| Firm/Company  | Govt CP           | Project       | Govt        |
| Sl. No.       | Bill No.          | Bill Date     | Bill amount |
|               | 011               | 15/4/21       | 2039/-      |
|               |                   |               |             |
|               |                   |               |             |
|               |                   |               |             |

Amount A – Bills total(Excluding Transport & Hamali Charges): 2039

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN                                           |
|---------|-------|----------|---------|----------------------------------------------------------|
| 1.      | /     | /        | 91227   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 2.      | /     | /        |         | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 3.      | /     | /        |         | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Amount B – Other Credits : Transportation charges -

Amount C – Other Debits : -

Amount D (D=A+B-C) – Amount to be credited to the supplier: 2039/-

Amount E – PO / WO value: 2039/-

Amount F – Difference (A – E): GST-18% -

|                                               |                                                                                                                                                                           |
|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Quantity received as per PO /WO               | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below) |
| Is difference between PO / Bill acceptable?   | <input type="checkbox"/> Yes <input type="checkbox"/> No (explained below)                                                                                                |
| Excess / short material received              | <input checked="" type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)                                                     |
| Close PO / W?O                                | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)                             |
| Advance paid / PDC given (deduct when paying) | <input type="checkbox"/> Yes – Rs. <input checked="" type="checkbox"/> No                                                                                                 |
| Payment – due date                            | 30-04-2021                                                                                                                                                                |

Remarks: Incentive - 20

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|-------------|------------------|------------------|---------------------|-----|-----------------------------|------------|------------------|
| Sign:       |                  |                  |                     |     |                             |            |                  |
| Date        | 22/4/21          | 22/4             |                     |     |                             |            |                  |

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 text.

# INVOICE

Cell : 9246101075



# LEGEND ELEVATIONS

CIVIL & PAINTING CONTRACTORS \*\* GLASS ELEVATIONS  
\* HPL \* ACP CLADDING \* SIGNAGES ETC.,

# 3-5-115/3 & 4, 1st Floor, Opp. APCO, Vittalwadi, Narayanaguda, Hyderabad - 500 029. T.S. E-mail : rsgkst@gmail.com

M/s. Silver Oak Villas LLP. Sl.No. 011  
Secunderabad. T.S. Customer GST No 36ADBFS3288A2Z7. Date : 15/4/2021

| Sl. No.                                                                                                                                                                                                                         | DESCRIPTION                                           | Qty.                      | Rate               | Amount<br>Rs. | Ps. |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|---------------------------|--------------------|---------------|-----|
| 01.                                                                                                                                                                                                                             | Steel Matt Etching Name Plates<br>of Each size 12"x3" | 4 Nos.<br>144-<br>Sq.Inch | Rs-12/<br>Sq.Inch. | Rs.1728/      | 01  |
| <div data-bbox="397 985 864 1275"> <p><b>INWARD WITH TIME:</b><br/>Inward No <u>15113</u> Dt. <u>15/4/21</u><br/>MRN No: <u>91229</u> Dt:<br/>Received By: <u>[Signature]</u> Sign:<br/><b>SILVER OAK VILLAS LLP</b></p> </div> |                                                       |                           |                    |               |     |
| P.O.No : 76139.                                                                                                                                                                                                                 |                                                       |                           |                    |               |     |
| Bank Name : Bank of Maharashtra<br>A/c. Name : Legend Elevations<br>C-A/c : 60377761695<br>IFSC : MAHB0000383<br>Br. Kachiguda, Hyd-27. T.S.                                                                                    |                                                       | CGST %                    |                    | Rs.155.50/-   |     |
|                                                                                                                                                                                                                                 |                                                       | SGST %                    |                    | Rs.155.50/-   |     |
|                                                                                                                                                                                                                                 |                                                       | IGST %                    |                    |               |     |
| Rupees in words <u>Two Thousand Thirty nine only</u>                                                                                                                                                                            |                                                       | Advance                   |                    |               |     |
|                                                                                                                                                                                                                                 |                                                       | Balance                   |                    |               |     |
| GSTIN : GSTIN : 36AIKPG0292L2Z1                                                                                                                                                                                                 |                                                       | GRAND TOTAL               |                    | Rs.2039/-     |     |

For M/s. LEGEND ELEVATIONS

Customer's Signature

[Signature]  
Signature

# Purchase Order



76139

30.03.21 4:51:32

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03-04-2021 2:16:17 PM

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                                                                               |            |            |        |
|------------------------------------------------------------------------------------------------|------------|------------|--------|
| Legend Elevations<br>3-5-967,Narayanguda,Hyderabad.<br><br>GSTIN 36AIKPG0292L2Z1<br>9246101075 | Doc No     | 76139      | 156426 |
|                                                                                                | Doc Date   | 03-04-2021 |        |
|                                                                                                | Quote No   | Nil        |        |
|                                                                                                | Quote Date | 03-04-2021 |        |
|                                                                                                | SupplyType | Supply     |        |

**Kind Attn : Mr.Ravi Kiran**

Purchase Order for the Supply of following Items.

| Item Name                                                                                      | Qty   | Rate  | Dis% | GST   | Amount   |
|------------------------------------------------------------------------------------------------|-------|-------|------|-------|----------|
| 1 6074 - Miscellaneous - SS Name Plates - other - Sq.inches<br>12 x 13' JYOTHI RAVINDRANATH    | 36.00 | 12.00 | 0.00 | 18.00 | 509.76   |
| 2 6074 - Miscellaneous - SS Name Plates - other - Sq.inches<br>12" X 3" MOHD YUSU              | 36.00 | 12.00 | 0.00 | 18.00 | 509.76   |
| 3 6074 - Miscellaneous - SS Name Plates - other - Sq.inches<br>12" X 3" S,S,MEERJA             | 36.00 | 12.00 | 0.00 | 18.00 | 509.76   |
| 4 6074 - Miscellaneous - SS Name Plates - other - Sq.inches<br>12" X 3" PRIYANKA & SURYA SINGH | 36.00 | 12.00 | 0.00 | 18.00 | 509.76   |
| Total Order Value . . .                                                                        |       |       |      |       | 2,039.04 |

Rupees : Two Thousand Thirty Nine and Paise Four Only.

**Terms and Conditions :-**

|                   |                                                                                                                                               |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| Specification /   | As per details given in the quotation.                                                                                                        |
| Payment Terms     | After Delivery & Production of bill                                                                                                           |
| Tax               | GST included in above price.                                                                                                                  |
| Delivery Date     | Within 7 days                                                                                                                                 |
| Delivery Location | Silver Oak Villas Part III<br>Sy .No.11,12,14,15,16,17,18 , 294<br>Phone. 0                                                                   |
| Penalty For Delay | Nil                                                                                                                                           |
| Transportation    | Included in the above price.                                                                                                                  |
| Warranty          | 5 years warranty on finish.                                                                                                                   |
| Advance Paid      | Nil                                                                                                                                           |
| Other Terms       | We reserve the right to reject items not conforming to quality and specifications.Above order for SS Name plates<br>V.no.81,13,14,89 purpose. |
| Completion Date   | Nil                                                                                                                                           |
| Measurment        | Nil                                                                                                                                           |
| Security          | Nil                                                                                                                                           |
| Remarks           |                                                                                                                                               |

For Silver Oak Villas LLP

Authorised Signatory

Accepted the above Terms And Conditions

### Requisition Details

|                           |                       |          |           |
|---------------------------|-----------------------|----------|-----------|
| Company Name:             | Silver Oak Villas LLP | Date:    | 1-04-2021 |
| Phase :                   | Silver Oak Villas     | Time:    | 10.00     |
| ier                       |                       | Req. No. | 156426    |
| ial required before date: | 04-04-2021            | ID No.   | 65112     |

| Description                           | Size   | Quantity | Units | Inward No | Date |
|---------------------------------------|--------|----------|-------|-----------|------|
| SS Name Plate: JYOTHI RAVINDRANATH    | 12"X3" | 01       | Nos   |           |      |
| SS Name Plate: MOHD.YUSUF             | 12"X3" | 01       | Nos   |           |      |
| SS Name Plate: S.S.MEERJA             | 12"X3" | 01       | Nos   |           |      |
| SS Name Plate: PRIYANKA & SURYA SINGH | 12"X3" | 01       | Nos   |           |      |
|                                       |        |          |       |           |      |
|                                       |        |          |       |           |      |
|                                       |        |          |       |           |      |
|                                       |        |          |       |           |      |
|                                       |        |          |       |           |      |
|                                       |        |          |       |           |      |
|                                       |        |          |       |           |      |

Notes: For Villa no: 81,13,14, 89 SS Name Plate purpose  
provide symbol '&' for Priyanka & Surya Singh Name plate

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