PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	04/05/2021	Prepared by:	T.D. Murthy
PO/WO no.	72144	PO / WO Date.	16/11/2020
Supplier Name	Sai Vishal Enterprises	PO/WO amount	Rs. 58,000/-
Firm/Company	Silver Oak Villas LLP	Project	SOV - IX
Sl. No.	Bill No.	Bill Date	Bill amount
1.	014	28/04/2021	Rs. 20,300/-
2.	-	-	-
3.	-	-	-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 20,300/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	009	03/04/2021	90889	☑ Yes □ No
2.	004	02/04/2021	90888	☑ Yes □ No
3.				□ Yes □ No
Amount B –Other Credits :				-
Amount C –Other Debits :				-
Amount D (D=A+B-C) – Amount to be credited to the supplier:				Rs. 20,300/-
Amount E – PO / WO value:				Rs. 58,000/-
Amount F – Difference (A – E):				Rs. -37,700/-

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	**08/05/2021**

Remarks: **Part bill received. Cement block weekly delivery report is attached.**

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	4/5	4/5					

APPROVED
04 MAY 2021
MINISH PARIKH
MANAGER PROCUREMENT

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 ✆ : 8367679193

SRI SAI VISHAL ENTERPRISES

FLY ASH BRICKS

Factory : Godumakunta Vill., Keesara Mdl, Medchal Dist.
Office : Street No. 17, Tarnaka, Secunderabad.
GSTIN : 36ACZPL1512H1ZF
(COMPOSITION TAXABLE PERSON NOT ELIGIBLE TO COLLECT TAX ON SUPPLIES)

M/s (Silver oak villas clp
cherlapally

Party GSTIN

Inv. No. 014 Date : 28/4/21
D.C. No. Date :
P. O. 72144 Date :
Payment
State : TELANGANA Code : 36

S.No.	PARTICULARS	HSN CODE	QTY.	RATE	UNIT	AMOUNT Rs. Ps.
1.	20 mm Metal					
2.	Baby Chips					
3.	Stone Dust					
4.	Sand					
5.	Red Mutti					
6.	Granite					
7.	40mm Hand Metal					
8.	Crusher Sand					
9.	12mm Metal					
10.	Cement Solid Bricks					
	4X8X16					
	6X8X16 →		700	29	No	20,300
	6X8X12					

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 80093 Date 30/4 Sign.

Rupees in words Twenty thousand three Hundred Only —

TOTAL	20,300
SGST @ %	
CGST @ %	
GRAND TOTAL	20,300

Name : SRI SAI VISHAL ENTERPRISES
Bank Name : HDFC BANK
Account No. : 50200042541343
IFSC Code : HDFC0000368 Branch : Nacharam

E. & O.E.

For SRI SAI VISHAL ENTERPRISES

SAI VISHAL ENTERPRISES

Suppliers of Building Material-Stone Metal, Sand , Bricks etc.

Door No. C-3/3-1, Mallapur, R.R. Dist., Hyderabad - 500 076

Ref: Bill No: 14 Silver oak villa

Date :

Solid Bricks → 6x8x16

Date	V.NO	DC.NO	6X8x16	po.NO	po.Date
3.4.21	0811	009	350	72144	
2.4.21	0811	004	350	✓	
		Total	Nos → 700		

DELIVERY CHALLAN ✆ : 9391029193

SAI VISHAL ENTERPRISES
FLY ASH BRICKS

Godhumakunta Vill., Keesara Mdl, Medchal Dist.
GSTIN: 36AHIPK6441Q1ZQ

14

No. 009 Date : 03/04/21

M/s Silver Oak Villas Chapally

P.O. No. 72144 Date : 16.11.20

S.No.	PARTICULARS	BRICK SIZE	QUANTITY
	Solid Brikes	6X8X16	350
	MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 41138 Date: 14/4 Sign:		
	Vehicle No. TS08UE0811		
	Time : 8:45 AM		
	Driver Name : Subrayan		
		Total	350

INWARD WITH TIME:
Inward No 1127 Dt: 3/4/21
MRN No: 90889 Dt: 3/4/2021
Received By· Sign
SILVER OAK VILLAS LLP

Received the above material in good condition

Receiver's Signature

For **SAI VISHAL ENTERPRISES**

DELIVERY CHALLAN ✆ : 9391029193

SAI VISHAL ENTERPRISES

FLY ASH BRICKS

Godhumakunta Vill., Keesara Mdl, Medchal Dist.

GSTIN: 36AHIPK6441Q1ZQ

No. 004 Date : 02.04.21

M/s Silver oak villas Llp chegunta

P.O. No. 72144 Date : 16.11.20

S.No.	PARTICULARS	BRICK SIZE	QUANTITY
1	Solid Bricks	6x8x16	350 no
	INWARD ENTRY 9:80 Inward No 1117 Dt: 2/4/21 MRN No: 90888 Dt: 3/4/2021 Received By: Sign SILVER OAK VILLAS LLP		
	Vehicle No. TS08UE0811		
	Time : 8:30 Am		
	Driver Name :		
		Toty	350 no

Received the above material in good condition

For **SAI VISHAL ENTERPRISES**

Receiver's Signature

Cement Blocks – Weekly Delivery Report

Company/ firm:	SOV-LLP	Requisition nos.:	156156	Total PO quantity:	2000
Project:	SOV	PO No(s).	72144	Quantity delivered in earlier period:	350
Block /Flat / Villa no.:	A	Total material delivered	Yes/ No	Quantity delivered during week:	1050
Supplier:	Sri Sai Vishal Enterprises	Close PO:	Yes / No	Balance quantity to be delivered:	950
Sign of security	Sandeep	Sign of Admin		Sign of Project manager	
Date	03-04-2021	Date	03-04-2021	Date	03-04-2021

Details of solid blocks – delivered in earlier period.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.	20-11-2020	15.30	6"x8"x16"	350	123	15106	85529
2.	02-04-2021	18.00	6"x8"x16"	350	004	1117	90888
3.	03-04-2021	11.00	6"x8"x16"	350	009	1127	90889
4.							
5.							
6.							
	Total:			1050			

Details of solid blocks – delivered during the week.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.							
2.							
	Total:						

Remarks:

Note: 1. Report to be sent to HO every Saturday with delivery challans of this week with photos. 2. Report must have totals calculated. 3. Specify block size and block type (solid / hollow). 4. Total quantity and delivered quantity includes all types of blocks.

80

Purchase Order

 16-11-2020 10:50:51

72144
06.11.20 4:56:38

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			
Sai Vishal Enterprises	**Doc No**	72144	156156
D No.C-3 by 3-1 Mallapur village,near hanuman temple,opp.Noma functional hall-Nacharam-Hyd	**Doc Date**	16-11-2020	
	Quote No	Nil	
GSTIN 0	**Quote Date**	16-11-2020	
9391029193	**SupplyType**	Supply	

Kind Attn : Mr.Narsing Rao.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	IGST	Amount
1	1005 - Building material - Cement Solid Blocks - 6 In x8 In x16 In - nos	2,000.00	29.00	0.00	0.00	58,000.00
					Total Order Value . . .	**58,000.00**

Rupees : Fifty Eight Thousand Only.

Terms and Conditions :-

Specification /	Items shall be of approx.2-16 kgs, strength minimum 30kgs/cm2. QC report a must!
Payment Terms	Within 30 days of delivery of all materials & production of bill.
Tax	All taxes included in above price.
Delivery Date	As per request of Project Manager
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	Bills must be submitted to H.O. wittin 30days of supply of material.10% plty on value of order will be deducted for delay in submission of bills.
Transportation	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs.Breakage not more .Above order site work Purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

① Part Bill Received
@ 80 — 18/01/21 — 10,150/-
Bill Receivable — 47,850/-

② Part Bill received . B.w. 014
27/4/21
Amt: 20,300/- and Bal. Bill (
Rs. 27,550/- to be received.
11/5/21.

For *Silver Oak Villas LLP*
Authorised Signatory

Name : 16/11/2020

Contact : -

Name :

Accepted the above Terms And Conditions
For *Sai Vishal Enterprises*

Date : _/_/__

Requisition Form - Cement Blocks							
Company		Silver Oak Villa LLP		Site & Phase		SOV	
Req. no.		156156		Req. Date		13-11-2020	
Material required before		15-11-2020		ID no.	61520		
Prepared by:		G.Mona		Approved by (sign):			
Flat / Block no: Compound wall purpose							
S No.	Falt / villa type	Units	P.O. 72144 No. of flats / villas	Requirement per flat / villa - 6" Cement blocks (16"x8"x6")	Requirement per flat / villa - 4" Cement blocks (16"x8"x4")	Qty required - 6" Cement blocks (16"x8"x6")	Qty required - 4" Cement H. blocks (16"x8"x4")
1	Type A - 2BHK - 1,100 Sft	Nos	1.0	2,000.0	2,000.0	2,000.0	2,000.0
2	Type C - 2BHK - 1,100 Sft	Nos	-	-	-	-	-
3	Type C - 1BHK - 540 sft	Nos	-	-	-	-	-
4	Type D - 2BHK - 840 sft	Nos	-	-	-	-	-
	Total					2,000	2,000

S No.	Item Description	Units	Qty required	Stock at site	Balance Qty to be ordered	Inward no	Date
1	6" Cement blocks (16"x8"x6")	Nos	2,000.0	-	2,000.0		
2	4" Cement blocks (16"x8"x4")	Nos	-	-	-		
	Total						
Note: 10% of blocks must be half size							

APPROVED

16 NOV 2020

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