PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	19/5/24	Prepared by:	T.D. Murthy
PO/WO no.	76918	PO / WO Date.	4/5/24
Supplier Name	Sowmya Sales LLP	PO/WO amount	Rs. 2,820/-
Firm/Company	Silver Oak Villas LLP	Project	SOV-IX
Sl. No.	Bill No.	Bill Date	Bill amount
1	17264	7/5/24	Rs. 2,820/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 2,820/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	14775	7/5/24	91873	□ 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:	Rs. 2,820/-
Amount E – PO / WO value:	Rs. 2,820/-
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	22/5/24.
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	20/5/24.						

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.	17264
Sy No, 291, Phase IX, Cherlapally, Hyderabad	Invoice Date.	07-05-2021
	PO No.	76918
	PO Date.	04-05-2021
	Req ID	65872
GSTIN : 36ADBFS3288A2Z7	Req Date	04-05-2021
	Loc Req No	156452

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4022 - Consumables - Dettol - NA - nos	3401	5	84.00	420.00	18	75.60
2	4059 - Consumables - Surf Detergent Powder - NA -	3402	6	24.00	144.00	18	25.92
3	4001 - Consumables - Air Freshner - NA - nos	3307	5	84.00	420.00	18	75.60
	Room Freshners						
4	4001 - Consumables - Air Freshner - NA - nos	3307	10	42.00	420.00	18	75.60
	Odonil						
5	7544 - Stationery - other - Marker - NA - nos	9608	12	16.00	192.00	12	23.04
6	7529 - Stationery - other - File Folders - NA - nos		12	5.50	66.00	18	11.88
	A4						
7	7528 - Stationery - other - Fevistick - NA - nos	9608	15	20.00	300.00	12	36.00
8	7533 - Stationery - other - Highlighter - NA - nos	9608	12	20.00	240.00	12	28.80
9	4065 - Consumables - Vim bar - NA - nos	3405	5	45.00	225.00	18	40.50
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	2,427.00		392.94
	196.47	196.47	Total Invoice Amount	2,819.94		

Rupees : Two Thousand Eight Hundred Ninteen and Paise Ninty Four Only.

for Summit Sales LLP

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. .... Date .... Sign ....

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 05-05-2021 11:39:19

Origin.

76918
06.05.21 4.35.37

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**	76918	156452
	Doc Date	04-05-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	04-05-2021	
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	4022 - Consumables - Dettol - NA - nos	5.00	84.00	0.00	18.00	495.60
2	4059 - Consumables - Surf Detergent Powder - NA - kgs	6.00	24.00	0.00	18.00	169.92
3	4001 - Consumables - Air Freshner - NA - nos *Room Freshners*	5.00	84.00	0.00	18.00	495.60
4	4001 - Consumables - Air Freshner - NA - nos *Odonil*	10.00	42.00	0.00	18.00	495.60
5	7544 - Stationery - other - Marker - NA - nos	12.00	16.00	0.00	12.00	215.04
6	7529 - Stationery - other - File Folders - NA - nos *A4*	12.00	5.50	0.00	18.00	77.88
7	7528 - Stationery - other - Fevistick - NA - nos	15.00	20.00	0.00	12.00	336.00
8	7533 - Stationery - other - Highlighter - NA - nos	12.00	20.00	0.00	12.00	268.80
9	4065 - Consumables - Vim bar - NA - nos	5.00	45.00	0.00	18.00	265.50
					Total Order Value . . .	**2,819.94**

Rupees : Two Thousand Eight Hundred Ninteen and Paise Ninty Four 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.

For ***Silver Oak Villas LLP***

Accepted the above Terms And Conditions

Authorised Signatory

For ***Summit Sales LLP***

Name : ____________

Name : ____________

Date : __/__/____

Contact - -

Purchase Order

 05-05-2021 11:39:19

Original / Office Copy / Purchase Div.Copy

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

Company Name:	Silver Oak Villas LLP	Date:	03-05-2021
Site & Phase :	Silver Oak Villas	Time:	12.00
Supplier		Req. No.	156452
Material required before date:	05-05-2021	ID No.	65872

No	Description	Size	Quantity	Units	Inward No	Date
1	Hand wash		5			
2	Surf		10			
3	Vim		10			
4	Room freshners		5			
5	Odonil		10			
6	Markers 76918	Big	12			
7	A4 covers		12			
8	Fevi stick		15			
9	Highlighters		12			

Remarks: For Biometric staff attendance purpose

Prepared By	P.Aishwarya	Approved by	
Sign.& Date	05-05-2021	Sign. & Date	

APPROVED
07 MAY 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		
Site & Phase :	Silver Oak Villas		
Supplier			
Material required before date:		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						

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	DC No.	14775
Silver Oak Villas LLP	DC Date.	07-05-2021
Sy No, 291, Phase IX, Cherlapally, Hyderabad	PO No.	76918
	PO Date.	04-05-2021
	Req ID	65872
	Req Date	04-05-2021
GSTIN : 36ADBFS3288A2Z7	Loc Req No	156452

	Description of Goods	HSN/SAC	Qty
1	4022 - Consumables - Dettol - NA - nos	3401	5
2	4059 - Consumables - Surf Detergent Powder - NA - kgs	3402	6
3	4001 - Consumables - Air Freshner - NA - nos	3307	5
4	4001 - Consumables - Air Freshner - NA - nos	3307	10
5	7544 - Stationery - other - Marker - NA - nos	9608	12
6	7529 - Stationery - other - File Folders - NA - nos		12
7	7528 - Stationery - other - Fevistick - NA - nos	9608	15
8	7533 - Stationery - other - Highlighter - NA - nos	9608	12
9	4065 - Consumables - Vim bar - NA - nos	3405	5
10			
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19			
20			
21			
22			
23	INWARD WITH TIME:		
24	Inward No 5758 Dt. 7/5/21		
25	MRN No: 91873 Dt: 8/5/21		
26	Received By: Sign		
27			
28	SILVER OAK VILLAS LLP		
29			
30			

for Summit Sales LLP

Authorised signatory

71614
10/5

Subject to Hyderabad Jurisdiction

TAX INVOICE

TRANSIT COPY

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

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9	4065 - Consumables - Vim bar - NA - nos	3405	5	45.00	225.00	18	40.50
10							
11							
12							
13							
14							
15							

INWARD WITH TIME
Inward No 15758 Dt. 7/5/21
MRN No:
Received By: Sign
SILVER OAK VILLAS LLP

IGST	CGST	SGST	Total Taxable Amount	2,427.00		392.94
	196.47	196.47	Total Invoice Amount	2,819.94		

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for Summit Sales LLP

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