PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	3/6/21	Prepared by:	T. D. Mukherjee
PO/WO no.	77117	PO / WO Date.	11/5/21
Supplier Name	Praful Sanitary	PO/WO amount	Rs. 5,469/-
Firm/Company	Silver Oak Villa Up	Project	SOV IX
Sl. No.	Bill No.	Bill Date	Bill amount
1	163	11/5/21	Rs. 5,469/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 5,469/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	–	–	9220	☑ 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. 5469/-
Amount E – PO / WO value:	Rs. 5,469/-
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	7/6/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		[signature] APPROVED 03 JUN 2021				
Date	3/6/21						

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/-

GST INVOICE

(ORIGINAL FOR RECIPIENT)

Praful Sanitary
3-6-429/6,SRI SAI TOWER,
St.No.4 HIMAYAT NAGAR
HYDERABAD
GSTIN/UIN: 36ACWPG4864A1ZG
State Name : Telangana, Code : 36
E-Mail : prafulsanitary@gmail.com

Buyer
Silver Oak Villas LLP
5-4-187/3&4, IInd Floor, M.G. Road
Secunderabad
GSTIN/UIN : 36ADBFS3288A2Z7
State Name : Telangana, Code : 36

Invoice No. **PS/21-22/ 163**	Dated **15-May-2021**
Delivery Note **Invoice**	
Supplier's Ref.	Other Reference(s) **Credit**
Buyer's Order No. **77117**	Dated **11-May-2021**
Despatch Document No. **Invoice**	Delivery Note Date **15-May-2021**
Despatched through **Self**	Destination **Cherlapally**

Sl No.	Description of Goods and Services	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**Anglo Indian S Trap**	6910	18 %	**1 No:**	5,690.00	No:	35 %	**3,698.50**
2	**Pvc Flush Tank (White)**	3922	18 %	**1 No:**	1,440.00	No:	35 %	**936.00**
								4,634.50
	Output CGST							**417.11**
	Output SGST							**417.11**
	ROUNDING OFF							**0.28**
	Total			**2 No:**				**₹ 5,469.00**

INWARD WITH TIME:
Inward No 15769 Dt. 15/5/21
MRN No: 92201 Dt: 20/5/21
Received By: Sign
SILVER OAK VILLAS LLP

Amount Chargeable (in words) *E. & O.E*
Indian Rupees Five Thousand Four Hundred Sixty Nine Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
6910	3,698.50	9%	332.87	9%	332.87	665.74
3922	936.00	9%	84.24	9%	84.24	168.48
99		9%		9%		
99		14%		14%		
Total	**4,634.50**		**417.11**		**417.11**	**834.22**

Tax Amount (in words) : **Indian Rupees Eight Hundred Thirty Four and Twenty Two paise Only**

Company's PAN : **ACWPG4864A**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for Praful Sanitary

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

10718
3115

Purchase Order

 11-05-2021 3:36:29 PM

77117
06.05.21 4:35:38

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			
Praful Sanitary 3-6-138/5, Himayat Nagar, Hyderabad.	**Doc No**	77117	156458
	Doc Date	11-05-2021	
	Quote No	Nil	
GSTIN 36ACWPG864A1ZG 40077300	**Quote Date**	11-05-2021	
65526886. 9849624797	**SupplyType**	Supply	

Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7299 - Plumbing - sanitary - Fittings - NA - nos *AIWC*	1.00	7,130.00	35.00	18.00	5,468.71
					Total Order Value . . .	**5,468.71**

Rupees : Five Thousand Four Hundred Sixty Eight and Paise Seventy One Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next 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 V.no86 purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Praful Sanitary***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP	Date:	10-05-2021
Site & Phase :	Silver Oak Villas	Time:	17.00
Supplier		Req. No.	156458
Material required before date: Urgent		ID No.	65966

No	Description	Size	Quantity	Units	Inward No	Date
1	Anglo-Indian commode with flush tank		1	Nos		
2						
3						
4						
5	77117					
6						
7						
8						

Remarks: For Villa no 86 purpose

Prepared By	P.Aishwarya	Approved by	APPROVED
Sign.& Date	10-05-2021	Sign. & Date	17 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						

Remarks: For Villa no 86

Prepared By		Approved by	
Sign.& Date		Sign. & Date	

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