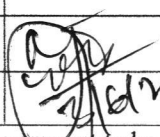


PURCHASE DIVISION
Advice for approval for credit to supplier **E**

Date: 3/6/21		Prepared by: T. D. Muneef	
PO/WO no. 77002		PO / WO Date. 7/5/21	
Supplier Name G. Krishna Muneef 9 sons		PO/WO amount Rs. 300/-	
Firm/Company Silver Oak Valley cap		Project Gov - ix	
Sl. No.	Bill No.	Bill Date	Bill amount
1	050	8/5/21	Rs. 300/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 300/-
Sl. No.	DC No.	DC. Date	MRN No.
1.			91982
2.			
3.			
Amount B –Other Credits : Transportation charges			
Amount C –Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			Rs. 300/-
Amount E – PO / WO value:			Rs. 300/-
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
Sign:			
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/-

1243

Requisition Form

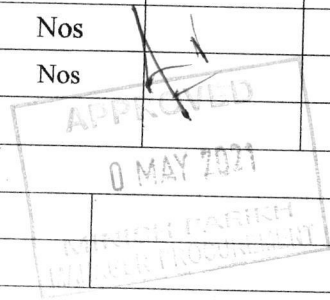
Company Name:	Silver Oak Villas LLP	Date:	07-05-2021
Site & Phase :	Silver Oak Villas	Time:	12.00
Supplier		Req. No.	156457
Material required before date:	09-05-2021	ID No.	65965

No	Description	Size	Quantity	Units	Inward No	Date
1	Blue pens	Box	3	Nos		
2	Black pens	Box	1	Nos		
3	Harpic		5	Nos		
4	Hand wash		5	Nos		
5	Garbage covers	Medium	3	Nos		
6	Air freshners		10	Nos		
7	Staplers	small	2	Nos		
8	Stapler pins	small	5	Nos		
9	Pencil box		2	Nos		

Remarks: For Praveen sir, Bala krishna sir and Ravi sir

Prepared By	P.Aishwarya	Approved by	
Sign. & Date	07-05-2021	Sign. & Date	

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



Ph : 66338850
27810914

G. KRISHNA MURTHY & SONS

**Dealers in : Detergents, Disinfectant, House Keeping
Materials. General Goods & waxes**

3-4-448, General Bazar, Secunderabad -3.

DOL-77002-15/157

Date: 8/5/2021

No.

050

M/s. Silver Oak Villas LLP

[illegible]

Goods once sold will not be taken back or exchanged.


Signature

Purchase Order

Page(s) 1 Of 1

07-05-2021 4:51:12 PM



77002

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

G. Krishna Murthy & Sons
3-4-448, General Bazar, Secunderabad -3.

GSTIN 36ACPPG6253J1Z9

040-66338850/27810914

9849049544

Doc No	77002	156457
Doc Date	07-05-2021	
Quote No	Nil	
Quote Date	07-05-2021	
SupplyType	Supply	

Kind Attn : Mr. Raja Shekar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4051 - Consumables - Polythene Covers - other - pkts	3.00	100.00	0.00	0.00	300.00
Total Order Value . . .					300.00
Rupees : Three Hundred Only.					

Terms and Conditions :-

Specification /	All Items shall be of 1st qty.
Payment Terms	After Delivery & Production of bill.
Tax	All taxes included in above price.
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
Penalty 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 office purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Silver Oak Villas LLP**

Authorised Signatory

Name :

10/05/2021

Name :

Accepted the above Terms And Conditions

For **G. Krishna Murthy & Sons**

Date : _/_/