PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	08/06/2021	Prepared by:	T.D. Murthy
PO/WO no.	77345	PO / WO Date.	01/06/2021
Supplier Name	Gautham Enterprises	PO/WO amount	Rs. 3,100/-
Firm/Company	Silver Oak Villas LLP	Project	SOV - IX
Sl. No.	Bill No.	Bill Date	Bill amount
1.	231	03/06/2021	Rs. 3,100/-
2.	-	-	-
3.	-	-	-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 3,100/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	-	-	92446	☑ Yes □ No
2.				□ 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. 3,100/-
Amount E – PO / WO value:	Rs. 3,100/-
Amount F – Difference (A – E):	-
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	**14/06/2021**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		[signature] APPROVED 08 JUN 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date	8/6/21.						

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. 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

Gautham Enterprises 1-10-98/19, Vallabh Nagar,Begumpet, Secunderabad Pin-500016 Ph.27763763,40211963 GSTIN/UIN: 36ADIPA9683N1ZW State Name : Telangana, Code : 36 E-Mail : gautham_entps2424@yahoo.com	Invoice No. **231**	Dated **3-Jun-21**
	Delivery Note	Mode/Terms of Payment
	Reference No. & Date.	Other References **Vechile No: TS10UB3122**
Consignee (Ship to) **Silver Oak Villas LLP** HYDERABAD GSTIN/UIN : 36ADBFS3288A2Z7 State Name : Telangana, Code : 36	Buyer's Order No. **Po no: 77345 dt: 1/6/21**	Dated **3-Jun-21**
	Dispatch Doc No.	Delivery Note Date
Buyer (Bill to) **Silver Oak Villas LLP** HYDERABAD GSTIN/UIN : 36ADBFS3288A2Z7 State Name : Telangana, Code : 36	Dispatched through **Mr.Shekar**	Destination
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate (Incl. of Tax)	Rate	per	Disc. %	Amount
1	**Nescafe Signature Premix**	21011200	18 %	**4 kg**	450.00	381.36	kg		**1,525.44**
2	**Nestea Lemon 1 Kg**	21012090	18 %	**4 nos**	325.00	275.42	nos		**1,101.68**
									2,627.12
	CGST Output - 9%					9	%		**236.44**
	SGST Output - 9%					9	%		**236.44**
	Total								**₹ 3,100.00**

INWARD WITH TIME:
Inward No 15795 Dt. 4/6/21
MRN No: 92440 Dt: 4/6/21
Received By· Sign
SILVER OAK VILLAS LLP

Amount Chargeable (in words) *E. & O.E*

INR Three Thousand One Hundred Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
21011200	1,525.44	9%	137.29	9%	137.29	274.58
21012090	1,101.68	9%	99.15	9%	99.15	198.30
Total	**2,627.12**		**236.44**		**236.44**	**472.8**

Tax Amount (in words) : **INR Four Hundred Seventy Two and Eighty Eight paise Only**

Company's Bank Details
Bank Name : **Union Bank of India**
A/c No. : **022231043001908**
Branch & IFS Code : **Ameerpet Br & UBIN0802221**

for Gautham En

GAU Begump Secunderabad-1

Autho

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

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 80842 Date 5/6 Sign.

03-06-2021 10:02:28 AM

77345

06.05.21 4:35:40

/.Copy

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			
Gautham Enterprises Shop No. 1-10-98/19, Begumpet, behind Panthalooms,Sec-Bad	**Doc No**	77345	156466
	Doc Date	01-06-2021	
	Quote No	Nil	
GSTIN 36ADIPA9683N12W NA	**Quote Date**	01-06-2021	
2776-3763 / 6633-8763 9848035963	**SupplyType**	Supply	

Kind Attn : Mr.Venkatesh Goud / Mrs. Saritha

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4011 - Consumables - Coffee Powder - NA - kgs	4.00	450.00	0.00	0.00	1,800.00
2	4060 - Consumables - Tea Powder - NA - kgs	4.00	325.00	0.00	0.00	1,300.00
				Total Order Value . . .		**3,100.00**

Rupees : Three Thousand One Hundred 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.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

Accepted the above Terms And Conditions

For ***Gautham Enterprises***

Date : __/__/__

For ***Silver Oak Villas LLP***

Authorised Signatory

04/06/2021

Name :

Name :

Company Name:	Silver Oak Villas LLP	Date:	31-05-21
Site & Phase :	Silver Oak Villas	Time:	12.00
Supplier		Req. No.	156466
Material required before date:	06-06-21	ID No.	66327

No	Description	Size	Quantity	Units	Inward No	Date
1	Lemon Tee Powder		04	Nos		
2	Coffee Powder		04	Nos		
3						
4						
5						
6						
7						
8						
9						
10						

77345

Remarks: -For Customer Refreshment work purpose

Prepared By	B.Meenakshi	Approved by	
Sign.& Date	31-05-21	Sign. & Date	

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

APPROVED
31 MAY 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE