PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	30/6/21	Prepared by:	Meenakshi
PO/WO no.	77654	PO / WO Date.	14/6/21
Supplier Name	SSLLP	PO/WO amount	5,866/-
Firm/Company	SOULLP	Project	SOV
Sl. No.	Bill No.	Bill Date	Bill amount
1	17740	18/6/21	486/-
2	17739	18/6/21	5,380/-
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			5,866/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	15187	18/6/21	92878	☑ Yes ☐ No
2.	15186	18/6/21	92877	☑ 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:	5,866/-
Amount E – PO / WO value:	5,866/-
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	05/7/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Meenakshi		APPROVED 01 JUL 2021 MINISH PARIKH				
Date	30/6/21						

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/-

TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003 ORIGINAL INVOICE

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Silver Oak Villas LLP	Invoice No.	17740
Sy No, 291, Phase IX, Cherlapally, Hyderabad	Invoice Date.	18-06-2021
	PO No.	77654
	PO Date.	14-06-2021
	Req ID	66503
GSTIN : 36ADBFS3288A2Z7	Req Date	07-06-2021
	Loc Req No	156472

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos	9608	40	3.50	140.00	12	16.80
	blue-20 nos red 20 nos						
2	9561 - Tools - Scissors - other - nos	9018	3	55.00	165.00	18	29.70
3	7528 - Stationery - other - Fevistick - NA - nos	9608	6	20.00	120.00	12	14.40
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	425.00	60.90
	30.45	30.45	Total Invoice Amount	485.90	

Rupees : Four Hundred Eighty Five and Paise Ninty Only.

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD

81173
19/6

for Summit Sales LLP

K. V. Daw.

Authorised signatory

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	Invoice No.	17739
Silver Oak Villas LLP	Invoice Date.	18-06-2021
Sy No, 291, Phase IX, Cherlapally, Hyderabad	PO No.	77654
	PO Date.	14-06-2021
	Req ID	66503
	Req Date	07-06-2021
GSTIN : 36ADBFS3288A2Z7	Loc Req No	156472

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7578 - Stationery - other - Ring Binder - other - nos A3		12	187.00	2,244.00	18	403.92
2	7507 - Stationery - other - Box file - Big - nos		12	41.00	492.00	18	88.56
3	7508 - Stationery - other - Box file - small - nos		12	36.00	432.00	18	77.76
4	7605 - Stationery - other - Whitner Pen - NA - nos	9608	10	21.00	210.00	18	37.80
5	7583 - Stationery - other - Scale - NA - nos		6	10.00	60.00	18	10.80
6	7594 - Stationery - other - Stapler pin - other - boxes	7415	12	17.00	204.00	18	36.72
7	7594 - Stationery - other - Stapler pin - other - boxes no.5	7415	3	6.00	18.00	18	3.24
8	7512 - Stationery - other - CD Marker - NA - nos	9608	12	18.90	226.80	12	27.22
9	7544 - Stationery - other - Marker - NA - nos	9608	12	16.00	192.00	12	23.04
10	7563 - Stationery - other - Pencil - NA - boxes	4421	1	42.00	42.00	12	5.04
11	7505 - Stationery - other - Binder Clips - other - 15mm	8305	1	20.00	20.00	18	3.60
12	7505 - Stationery - other - Binder Clips - other - 25mm	8305	1	40.00	40.00	18	7.20
13	7505 - Stationery - other - Binder Clips - other - 19mm	8305	1	32.00	32.00	18	5.76
14	7533 - Stationery - other - Highlighter - NA - nos	9608	10	20.00	200.00	12	24.00
15	7584 - Stationery - other - Scribbling Pads - other -		12	15.00	180.00	18	32.40

IGST	CGST	SGST			
			Total Taxable Amount	4,592.80	787.06
	393.53	393.53	Total Invoice Amount	5,379.86	

Rupees : Five Thousand Three Hundred Seventy Nine and Paise Eighty Six Only.

for Summit Sales LLP

K.V.Dev.

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD 81172 19/6

Purchase Order

 14-06-2021 3:43:03 PM

77654
15.06.21 10:50:25

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	**Doc No**	77654	156472
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	14-06-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	14-06-2021	
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	7578 - Stationery - other - Ring Binder - other - nos *A3*	12.00	187.00	0.00	18.00	2,647.92
2	7507 - Stationery - other - Box file - Big - nos	12.00	41.00	0.00	18.00	580.56
3	7508 - Stationery - other - Box file - small - nos	12.00	36.00	0.00	18.00	509.76
4	7605 - Stationery - other - Whitner Pen - NA - nos	10.00	21.00	0.00	18.00	247.80
5	7583 - Stationery - other - Scale - NA - nos	6.00	10.00	0.00	18.00	70.80
6	7594 - Stationery - other - Stapler pin - other - boxes	12.00	17.00	0.00	18.00	240.72
7	7594 - Stationery - other - Stapler pin - other - boxes *no.5*	3.00	6.00	0.00	18.00	21.24
8	7512 - Stationery - other - CD Marker - NA - nos	12.00	18.90	0.00	12.00	254.02
9	7544 - Stationery - other - Marker - NA - nos	12.00	16.00	0.00	12.00	215.04
10	7563 - Stationery - other - Pencil - NA - boxes	1.00	42.00	0.00	12.00	47.04
11	7505 - Stationery - other - Binder Clips - other - boxes *15mm*	1.00	20.00	0.00	18.00	23.60
12	7505 - Stationery - other - Binder Clips - other - boxes *25mm*	1.00	40.00	0.00	18.00	47.20
13	7505 - Stationery - other - Binder Clips - other - boxes *19mm*	1.00	32.00	0.00	18.00	37.76
14	7533 - Stationery - other - Highlighter - NA - nos	10.00	20.00	0.00	12.00	224.00
15	7584 - Stationery - other - Scribbling Pads - other - nos	12.00	15.00	0.00	18.00	212.40
16	7560 - Stationery - other - Pen - NA - nos *blue-20 nos red 20 nos*	40.00	3.50	0.00	12.00	156.80
17	9561 - Tools - Scissors - other - nos	3.00	55.00	0.00	18.00	194.70
18	7528 - Stationery - other - Fevistick - NA - nos	6.00	20.00	0.00	12.00	134.40

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Purchase Order

Total Order Value . . .	**5,865.76**
Rupees : Five Thousand Eight Hundred Sixty Five and Paise Seventy Six 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 forSOV site use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	.

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP	Date:	07-06-2021
Site & Phase :	Silver Oak Villas	Time:	10.00
Supplier		Req. No.	156472
Material required before date:	09-06-2021	ID No.	66503

No	Description	Size	Quantity	Units	Inward No	Date
1	A3 Drawing files	-	12	Nos		
2	Box files	Small	12	Nos		
3	Box files	Big	12	Nos		
5	Whiteners	-	10	Nos		
6	Scales	Big	6	Nos		
7	Stapler pins	Big	12	Box		
8	Staplers	Small	3	Nos		
9	CD Markers	-	12	Nos		
10	Permanent Markers	-	12	Nos		
11	Pencils	-	1	Nos		
12	Binder clips	15mm	12	Nos		
13	Binder clips	25mm	12	Nos		
14	Binder clips	19mm	12	Nos		
15	Highlighters	-	10	Nos		
16	Scribling pads	-	12	Nos		
17	Blue Pens	-	2	Boxes		
18	Red Pens	-	2	Boxes		
19	Scissors	-	3	Nos		
20	Glue	small	6	Nos		
21	Fevicol	Small	6	Nos		

Remarks: For SOV admin purpose

Prepared By	P.Aishwarya	Approved by	
Sign.& Date	07-06-2021	Sign. & Date	

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

X7654

APPROVED
14 JUN 2021
MINISH PARIKH
MANAGER PROCUREMENT

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		
Silver Oak Villas LLP	DC No.	15187
Sy No, 291, Phase IX, Cherlapally, Hyderabad	DC Date.	18-06-2021
	PO No.	77654
	PO Date.	14-06-2021
	Req ID	66503
	Req Date	07-06-2021
GSTIN : 36ADBFS3288A2Z7	Loc Req No	156472

	Description of Goods	HSN/SAC	Qty
1	7560 - Stationery - other - Pen - NA - nos	9608	40
2	9561 - Tools - Scissors - other - nos	9018	3
3	7528 - Stationery - other - Fevistick - NA - nos	9608	6
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

INWARD WITH TIME:
Inward No: 15827 Dt: 18/6/21
MRN No: 92878 Dt: 19/6/21
Received By: Sign
SILVER OAK VILLAS LLP

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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		
Silver Oak Villas LLP	DC No.	15186
Sy No, 291, Phase IX, Cherlapally, Hyderabad	DC Date	18-06-2021
	PO No.	77654
	PO Date	14-06-2021
	Req ID	66503
GSTIN : 36ADBFS3288A2Z7	Req Date	07-06-2021
	Loc Req No	156472

	Description of Goods	HSN/SAC	Qty
1	7578 - Stationery - other - Ring Binder - other - nos		12
2	7507 - Stationery - other - Box file - Big - nos		12
3	7508 - Stationery - other - Box file - small - nos		12
4	7605 - Stationery - other - Whitner Pen - NA - nos	9608	10
5	7583 - Stationery - other - Scale - NA - nos		6
6	7594 - Stationery - other - Stapler pin - other - boxes	7415	12
7	7594 - Stationery - other - Stapler pin - other - boxes	7415	3
8	7512 - Stationery - other - CD Marker - NA - nos	9608	12
9	7544 - Stationery - other - Marker - NA - nos	9608	12
10	7563 - Stationery - other - Pencil - NA - boxes	4421	1
11	7505 - Stationery - other - Binder Clips - other - boxes	8305	1
12	7505 - Stationery - other - Binder Clips - other - boxes	8305	1
13	7505 - Stationery - other - Binder Clips - other - boxes	8305	1
14	7533 - Stationery - other - Highlighter - NA - nos	9608	10
15	7584 - Stationery - other - Scribbling Pads - other - nos		12
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

INWARD WITH TIME:
Inward No 1582 Dt 18/6/21
MRN No: 92877 Dt 19/6/21
Received By: Sign
SILVER OAK VILLAS LLP

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction