

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 5/7/21		Prepared by: Hanish	
PO/WO no. 78187		PO / WO Date. 11/7/21	
Supplier Name Sri Sai Rohith marketing		PO/WO amount 5,310/-	
Firm/Company VOC LHP		Project VOC	
Sl. No.	Bill No.	Bill Date	Bill amount
1	041	2/7/21	5,310/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			5,310/-
Sl. No.	DC No	DC. Date	MRN No. DC matches MRN
1.			93477 ☒ 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:			5,310/-
Amount E – PO / WO value:			5,310/-
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		12/7/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Hanish		
Date	5/7/21		

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/-

Purchase Order

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02-07-2021 14:31:41



78187

24.06.21 12:06:18

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

Supplier Details

Sri Sai Rohith Marketing Company
New Narsimhanagar Colony, Near Noma Kalyana Vedika, Mallapur,
Hyderabad - 500 076.

GSTIN 36AMHPC9678H1ZM

9866512288

Doc No	78187	63700
Doc Date	01-07-2021	
Quote No	Nil	
Quote Date	12-01-2021	
SupplyType	Supply	

Kind Attn : Mr. C. Laxman Kumar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2090 - Carpentry - hardware - Door Locks - NA - nos Al. window lock	60.00	75.00	0.00	18.00	5,310.00
Total Order Value . . .					5,310.00

Rupees : Five Thousand Three Hundred Ten Only.

Terms and Conditions :-

Specification / Brand All items shall be of good quality.

Payment Terms After Delivery & Production of bill

Tax All taxes included in above price.

Delivery Date Next day.

Delivery Location Villa Orchids
kowkur, Alwal
Phone.

Penalty For Delay Nil

Transportation Cost 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 Villas 282,131,132 & 48 windows fixing purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For **Villa Orchids LLP**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Sri Sai Rohith Marketing Company**

Name :

Date : _/_/

Requisition Form

1405

Company Name:	VOC LLP	Date:	29-06-2021
Site & Phase:	VOC	Time:	11:01
Supplier:		Req. No.	63700
Material required before :	01-07-2021	ID No.	62113

No	Description	Size	Quantity	Units	Inward No	Date
1	Alluminium window's side locks	4"	30	Set's		
2						
3						
4						
5						
6						
7						

Remarks: For VOC Site Villa no 282,131,132,48 fixing purpose

Prepared By	K.Sneha	Approved by	A.Suresh
Sign.& Date	29-06-2021	Sign. & Date	29-06-21

78187

APPROVED
01 JUL 2021
MINISH PARIKH
MANAGER PROCUREMENT

GSTIN NO. 36AMHPC9678H1ZM

TAX INVOICEOriginal for Recipient
Duplicate for Supplier/Transporter
Triplicate for Supplier**SRI SAI ROHIT MARKETING .CO**Dealers In: All Kinds of Aluminium Section Sheets, Glass, Plywood & Hardware Etc.,
New Narsimha Nagar Colony, Near Noma Kalyana Vedula, Mallapur, Hyderabad-76. T.S. CELL: 98665 12288

TAX IS PAYABLE ON REVERSE CHARGE (YES/NO)

INVOICE NO: ~~041~~ 041

INVOICE DATE: 02-07-2021

TRANSPORTATION NAME: SOMMAHA

VEHICLE NO: TS10UB 3123 LR NO:

DATE & TIME OF SUPPLY:

PLACE OF SUPPLY:

DETAILS OF RECEIVER (BILLED TO)

M/s VILLA CRELIDS LLP
M/s Road Sec Bad

STATE CODE

GSTIN NO: 36AANFH4817C1ZH

DETAILS OF CONSIGNEE (SHIPPED TO)

Site KOWKUR PO NO 75182

STATE CODE

GSTIN NO:

S.No.	HSN CODE	THICKNESS	DISCRIPTION	NO. OF PCS	QUANTITY IN SQ.MTRS	RATE PER SQ.MTR	Amount Rs. Ps.	
	2090		Marble Handls	60set		75/-	4500	00
							TOTAL BEFORE TAX	
							ADD:CGST	
							ADD:SGST	
							ADD:IGST	
							GRAND TOTAL	

BANK DETAILS: HDFC BANK, HABSIGUDA BRANCH
SRI SAI ROHIT MARKETING.CO
A/C NO. 50200007478658 IFSC CODE: HDFC0000368

TAX AMOUNT GST

GRAND TOTAL

Rupees in Words.....

- Once goods sold will not be taken back
- Interest @24% p.a. will be charged if payment is not made within 15 days from the date of the Bill.
- Subject to Secunderabad jurisdiction only.
- Our Responsibility ceases sooner the goods leave our premises E.&O.E

Receiver Stamp & Signature.....



For SRI SAI ROHIT MARKETING.CO

Authorised Signature