PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	05/07/21	Prepared by:	Monika
PO/WO no.	77780	PO / WO Date.	77780
Supplier Name	Sri Sai Rohith Marketing	PO/WO amount	4721—
Firm/Company	VOC LLp	Project	VOC
Sl. No.	Bill No.	Bill Date	Bill amount
1	035	21/6/21	4721—
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			4721—

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	–	–	93144	☑ 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:				4721—
Amount E – PO / WO value:				4721—
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	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Monika	[signature]					
Date	5/7/21	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

 18-06-2021 16:37:26

77780
15.06.21 11:03:11

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	**Doc No**	77780	63697
New Narsimhanagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad - 500 076.	**Doc Date**	18-06-2021	
	Quote No	Nil	
GSTIN 36AMHPC9678H1ZM	**Quote Date**	18-06-2021	
9866512288	**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 *4" side lock*	16.00	25.00	0.00	18.00	472.00
				Total Order Value . . .		**472.00**

Rupees : Four Hundred Seventy Two 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.
Penality 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 Villa no. 221,282,131,132 & 48 windows fixing purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Villa Orchids LLP***

Authorised Signatory

21/06/2021

Name :

Contact

Accepted the above Terms And Conditions

For ***Sri Sai Rohith Marketing Company***

Name :

Date : __/__/____

Requisition Form

Company Name:	VOC LLP	Date:	15-06-2021
Site & Phase:	VOC	Time:	10:26
Supplier:		Req. No.	63697
Material required before :	**18-06-2021**	ID No.	66685

No	Description	Size	Quantity	Units	Inward No	Date
1	Alluminium window's side locks	4"	16	Nos	← 50 +18%	Pair.
2						
3						
4	77780					
5						
6						
7						

Remarks: For VOC Site Villa no 221,282.131,132,48 fixing purpose

MANAGER PROCUREMENT
MINISH PARIKH
21 JUN 2021
APPROVED

Prepared By	K.Sneha	Approved by	A.Suresh
Sign.& Date	15-06-2021	Sign. & Date	15-06-21

GSTIN NO. 36AMHPC9678H1ZM

TAX INVOICE

Orginal for Recepient
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 Vedika, Mallapur, Hyderabad-76. T.S. CELL: 98665 12288

TAX IS PAYABLE ON REVERSE CHARGE (YES/NO)

INVOICE NO: [redacted] 035 /Po:77780

INVOICE DATE: 21-6-21

TRANSPORTATION NAME:

VEHICLE NO: TS 104 B3123 L/R.NO:

DATE & TIME OF SUPPLY:

PLACE OF SUPPLY:

DETAILS OF RECEIVER (BILLED TO)

M/s Villa orchid LLP
5-4-187/3&4, IIIrd Floor, M.G. Road,
Sec-bad - 500003

STATE CODE GSTIN NO: 36AANFG4817C1ZH

DETAILS OF CONSIGNEE (SHIPPED TO)

do

STATE CODE GSTIN NO:

S.No.	HSN CODE	THICKNESS	DISCRIPTION	NO. OF.PCS	QUANTITY IN.SQ.MTRS	RATE PER.SQ.MTR	Amount Rs.	Ps.
1			Maruti Handle — 8 Door Lock — 8	16 nos		25/-	400	—
					TOTAL BEFORE TAX		400	—
					ADD:CGST	9%	36	—
					ADD:SGST	9%	36	—
					ADD:IGST			
					TAX AMOUNT GST			
					GRAND TOTAL		472	—

Inward No. 1028 Dt. 25/06/21
MRN No. 93144 Dt. 28/06/21
Received By Sign:
VILLA ORCHIDS LLP
16:20

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 81902 Date: 5/7 Sign:

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

Rupees in Words....................

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

Receiver Stamp & Signature....................

For SRI SAI ROHIT MARKETING.CO

Authorised Signature