PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28/7/21	Prepared by:	Sridevi
PO/WO no.	78742	PO / WO Date.	17/7/21
Supplier Name	Sri Balaji Enterprises	PO/WO amount	1,45,324/-
Firm/Company	SOV LLP-III	Project	SOV-III
Sl. No.	Bill No.	Bill Date	Bill amount
1	54	22/7/21	1,61,184/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,61,184/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.				□ 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:	1,61,184/-
Amount E – PO / WO value:	1,45,324/-
Amount F – Difference (A – E): GST-18%	15,860/-

Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Other (explained below)
Is difference between PO / Bill acceptable?	~~□ Yes □ No (explained b~~elow)
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 72,660/-
Payment – due date	02/08/21

Remarks: Price difference and Transporatation charges.
Standrd size logs are calculated Can be Confirmed -

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	28/7/21	28/7/21					

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/-

Tax Invoice

SRI BALAJI ENTERPRISES # 14-1-418, NEAR ROCKET GROUND NEW AGHAPURA HYDERABAD 500001 T.S Phone no.: 9030605690 Email: seetaram.joshi@yahoo.com GSTIN: 36AEIPJ0494H1ZF State: 36-Telangana	Invoice No. **54**	Date **22-07-2021**
	Place of supply **36-Telangana**	PO date **17-07-2021**
	PO number **78742**	Vehicle Number **TS12UC-8002**

Bill To

SILVER OAK VILLAS LLP

5-4-187/3&4, IInd Floor,
MG Road, Secunderabad - 03

GSTIN Number: 36ADBFS3288A2Z7

State: 36-Telangana

#	Item name	HSN/ SAC	Size	Quantity	Price/ Unit	GST	Amount
1	WPC Door Frame(2+1)4x2.50	3925	8FIT X 3.50 FIT	9	₹ 3,218.00	₹ 5,213.16 (18%)	₹ 34,175.16
2	WPC Door Frame(2+1)4x2.50	3925	8 FIT X 3 FIT	24	₹ 3,135.00	₹ 13,543.20 (18%)	₹ 88,783.20
3	WPC Door Frame(2+2)4x2.50	3925	7 FIT X3.50 FIT	3	₹ 3,465.00	₹ 1,871.10 (18%)	₹ 12,266.10
4	WPC Door Frame(2+2)4x2.50	3925	7 FIT X 3 FIT	6	₹ 3,300.00	₹ 3,564.00 (18%)	₹ 23,364.00
5	TRANSPORT			1	₹ 2,200.00	₹ 396.00 (18%)	₹ 2,596.00
	Total			**43**		**₹ 24,587.46**	**₹ 1,61,184.46**

Invoice Amount In Words

One Lakh Sixty One Thousand One Hundred Eighty Four Rupees only

Amounts:

Sub Total	₹ 1,61,184.46
Round off	- ₹ 0.46
Total	**₹ 1,61,184.00**
Received	₹ 0.00
Balance	₹ 1,61,184.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
	₹ 2,200.00	9%	₹ 198.00	9%	₹ 198.00	₹ 396.00
3925	₹ 1,34,397.00	9%	₹ 12,095.73	9%	₹ 12,095.73	₹ 24,191.46
Total	**₹ 1,36,597.00**		**₹ 12,293.73**		**₹ 12,293.73**	**₹ 24,587.46**

Terms and conditions:

Thanks for doing business with us!

Company's Bank details:

Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY

Bank Account No.: 4312001151

Bank IFSC code: KKBK0000553

Account Holder Name: SRI BALAJI ENTERPRISES

For, SRI BALAJI ENTERPRISES

SRI BALAJI ENTERPRISES SBE HYD.

Authorized Signatory

INWARD WITH TIME:
Inward No 230 Dt 22/7/21
MRN No: 9425 Dt: 23/7/21
Received By: Sign
SILVER OAK VILLAS LLP

SUMMIT SALES LLP
IN WARD No: 82722
Date: 26/7
Sign:
R.R. DIST.

Purchase Order

 20-07-2021 12:10:44

78742
16.07.21 4:14:06

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			
Sri Balaji Enterprises H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc No**	78742	183604
	Doc Date	17-07-2021	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	16-07-2021	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2387 - Carpentry - other - WPC 2+1 - 7 ft 3 inx 3 ft - Nos	9.00	2,904.00	0.00	18.00	30,840.48
2	2389 - Carpentry - other - WPC - 2+1 - 7 ft 3 inx 2 ft 6in - Nos	24.00	2,838.00	0.00	18.00	80,372.16
3	2388 - Carpentry - other - WPC - 2+2 - 7 ft x 3 ft - Nos	3.00	3,300.00	0.00	18.00	11,682.00
4	2390 - Carpentry - other - WPS - 2+2 - 7 ft x 2 ft 6in - Nos	6.00	3,168.00	0.00	18.00	22,429.44
					Total Order Value . . .	**145,324.08**

Rupees : One Lakh(s) Fourty Five Thousand Three Hundred Twenty Four and Paise Eight Only.

Terms and Conditions :-

Specification /	WPC Door frame section is 4"x2 2 1/2", Rs 165/-, per sft GST excludes, Only logs will be supplied.
Payment Terms	50% Advance balance after delivery
Tax	Included
Delivery Date	With in 4 days
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penality For Delay	Nil
Transportation	Nil
Warranty	Nil
Advance Paid	Rs. 72,660-00, by RTGS/NEFT, Dated...........
Other Terms	We reserve the rights to reject items if not as specified, Damage or bent supplier to be replaced with out any charges, above order is for Villa no - 124,125,104, purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________

Contact - -

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Name : ____________

Date : __/__/____

Purchase Order

 17-Jul-21 12:13:48 PM Original / Office Copy / Purchase Div.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			
Sri Balaji Enterprises	**Doc No**	78742	183604
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc Date**	17-07-2021	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	16-07-2021	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2387 - Carpentry - other - WPC 2+1 - 7 ft 3 inx 3 ft - Nos	9.00	2,904.00	0.00	18.00	30,840.48
2	2389 - Carpentry - other - WPC - 2+1 - 7 ft 3 inx 2 ft 6in - Nos	24.00	2,838.00	0.00	18.00	80,372.16
3	2388 - Carpentry - other - WPC - 2+2 - 7 ft x 3 ft - Nos	3.00	3,300.00	0.00	18.00	11,682.00
4	2390 - Carpentry - other - WPS - 2+2 - 7 ft x 2 ft 6in - Nos	6.00	3,168.00	0.00	18.00	22,429.44
					Total Order Value . . .	**145,324.08**

Rupees : One Lakh(s) Fourty Five Thousand Three Hundred Twenty Four and Paise Eight Only.

Terms and Conditions :-

Specification / Brand	WPC Door frame section is 4"x2 2 1/2", Rs 165/-, per sft GST excludes, Only logs will be supplied.
Payment Terms	50% Advance balance after delivery
Tax	Included
Delivery Date	With in 4 days
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	Nil
Advance Paid	Rs. 72,660-00, by RTGS/NEFT, Dated............
Other Terms	We reserve the rights to reject items if not as specified, Damage or bent supplier to be replaced with out any charges, above order is for Villa no - 124,125,104, purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

APPROVED BY
19 JUL 2021
SOHAM MODI
MANAGING DIRECTOR

For MDs APPROVAL
- ☐ High Value/quantity beyond limits.
- ☑ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification
- ☐ Replenishing SSLLP stock
- ☐ Other

For *Silver Oak Villas LLP*

Authorised Signatory

Accepted the above Terms And Conditions

For *Sri Balaji Enterprises*

Name : ____________________

Name : ____________________

Date : __/__/____

Requisition Form - Door Frames									
Company		Silver Oak Villas LLP-III		Site & Phase		SOV-III			
Req. no.		183604		Req. Date		06-07-2021			
Material required before		Urgent		ID no.	67409				
Prepared by:		B.Meenakshi		Approved by (sign):					
Flat / Block no:		Villa no 124,125,104							
Material :-		Door Frames (Wpc)							
Type A 1210 Sft 3BHK Order Value:		3	Villas						
Type B 1010 Sft 2BHK Order Value:		0	Villas						
Electrical duct doors		0							
S No.	Item Description 78698	Units	Qty required for Type B 1210 Sft 3BHK flat	Qty required for Type A 1210 Sft 3BHK flat	Type B 1010 2BHK flats requirement	Type A 1210 Sft3 BHK flats requirement	Quantity required	Qty Available at site - full frames	Balance Qty to be ordered
1	Main door frame 7' x 3'6" with threshold	Nos	1.00	0.00	0.00	3.00	3.00	0.00	3.00
2	Door frame 7' 3"x 3' without threshold	Nos	3.00	0.00	0.00	3.00	9.00	0.00	9.00
3	Door frame 7' 3" x 2'6" without threshold 78742	Nos	8.00	0.00	0.00	3.00	24.00	0.00	24.00
4	Door frame 7' x 3' with threshold	Nos	2.00	0.00	0.00	3.00	6.00	0.00	6.00
5	Door frame 7' x 2'6" with threshold	Nos	2.00	0.00	0.00	3.00	6.00	0.00	6.00
	Total						48.00	0.00	48.00

S No.	Item Description	Units	Quantity required	Qty Available at site - extra pieces	Balance Qty to be ordered	Qty in cft	Inward No	Date
1	Main door side 7' 3" X 5" X 3"	Nos	6.00	0.00	6.00	4.46		
2	Main door top /bottom 4' X 5" X 3"	Nos	6.00	0.00	6.00	2.46		
3	Other door sides 7' 3" X 4" X 2 1/2"	Nos	78.00	0.00	78.00	38.82		
4	Other door top / bottom 3' X 4" X 2 1/2"	Nos	24.00	0.00	24.00	4.94		
5	Other door top / bottom 3' 6" X 4" X 2 1/2"	Nos	21.00	0.00	21.00	5.05		

6	Other door sides 5' X 4" X 2 1/2"	Nos	12.00	0.00	12.00	0.35			
7	Other door top / bottom 2'6" X 4" X 2 1/2"	Nos	12.00	0.00	12.00	0.21			
8	Fish Tail Holdfast	Nos	0.00	0.00	0.00				
9	Wooden Screw 30 X 8 MM	Nos	0.00	0.00	0.00				
10	Nails 3"	kgs	2.00	0.00	2.00				
	Total		161.0	0.0	161.0	56.3			
Note: Round of nails to the nearest kg.									

APPROVED
-8 JUL 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE