PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21.08.21	Prepared by:	Deepa
PO/WO no.	79677	PO / WO Date.	14/8/21
Supplier Name	Summit sales LLP	PO/WO amount	6,235-40
Firm/Company	Silver oak villas LLP	Project	Silver oak villas-III
Sl. No.	Bill No.	Bill Date	Bill amount
1	18836	17/8/21	6235.40
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			6235.40

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	16145	17/8/21	95200	☑ 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:	6235.40
Amount E – PO / WO value:	6235.40
Amount F – Difference (A – E): GST-18%	– 0 –

Quantity received as per PO /WO	☑ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)
Is difference between PO / Bill acceptable?	~~☐ Yes ☐ No (explained bel~~ow)
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	23/8/21
Remarks:	— final Bill —

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	21/8/21						

APPROVED
21 AUG 2021
MINISH PARIKH
MANAGER PROCUREMENT

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

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		
Silver Oak Villas LLP	Invoice No.	18886
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	Invoice Date.	17-08-2021
	PO No.	79677
	PO Date.	14-08-2021
	Req ID	68441
GSTIN : 36ADBFS3288A2Z7	Req Date	14-08-2021
	Loc Req No	183626

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	20	220.00	4,400.00	12	528.00
2	4008 - Consumables - Cleaning Cloth - other - nos Yellow	6307	20	16.80	336.00	5	16.80
3	4040 - Consumables - Mopping Cloth - NA - nos White	6307	20	16.80	336.00	5	16.80
4	4022 - Consumables - Dettol - NA - nos	3401	6	85.00	510.00	18	91.80
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IGST	CGST	SGST				
	326.70	326.70	Total Taxable Amount	5,582.00		653.40
			Total Invoice Amount	6,235.40		

Rupees : Six Thousand Two Hundred Thirty Five and Paise Fourty Only.

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST. IN WARD No: 83508 Date: 18/8 Sign:

for Summit Sales LLP

Authorised signatory

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.	16145
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	DC Date.	17-08-2021
	PO No.	79677
	PO Date.	14-08-2021
	Req ID	68441
	Req Date	14-08-2021
GSTIN : 36ADBFS3288A2Z7	Loc Req No	183626

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	20
2	4008 - Consumables - Cleaning Cloth - other - nos	6307	20
3	4040 - Consumables - Mopping Cloth - NA - nos	6307	20
4	4022 - Consumables - Dettol - NA - nos	3401	6
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Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory

Purchase Order

 16-08-2021 11:53:31

Origi

79677
12.08.21 2:06:06

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

Summit Sales LLP
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	79677	183626
Doc Date	14-08-2021	
Quote No	Nil	
Quote Date	14-08-2021	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7555 - Stationery - other - Paper - A4 - bundles	20.00	220.00	0.00	12.00	4,928.00
2	4008 - Consumables - Cleaning Cloth - other - nos *Yellow*	20.00	16.80	0.00	5.00	352.80
3	4040 - Consumables - Mopping Cloth - NA - nos *White*	20.00	16.80	0.00	5.00	352.80
4	4022 - Consumables - Dettol - NA - nos	6.00	85.00	0.00	18.00	601.80
					Total Order Value . . .	**6,235.40**

Rupees : Six Thousand Two Hundred Thirty Five and Paise Fourty 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 Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
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	.

For ***Silver Oak Villas LLP***
Authorised Signatory

Name : 16/08/2021

Contact . .

Accepted the above Terms And Conditions
For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

1114

Requisition Form

Company Name:	Silver Oak Villas LLP-III	Date:	12-08-2021
Site & Phase :	Silver Oak Villas-III	Time:	15.00
Supplier		Req. No.	183626
Material required before date:	16-08-2021	ID No.	~~68286~~ 68441

No	Description	Size	Quantity	Units	67818	Date
1	A4 Paper bundles		20	Bundles		
2	Yellow cloths		20	Nos		
3	White cloths 79677		20	Nos		
4	Hand wash		06	Nos		
5	Double plaster(Abro tape)		06	Nos		
6	Insulation tapes		2	Boxs		
7	Blue sheets		03	Nos		
8	**L pattis**		250	Nos		
9						
10						

Remarks: - For site use purpose

Prepared By	B.Meenakshi	Approved by	
Sign.& Date	12-08-2021	Sign. & Date	

APPROVED
16 AUG 2021
R. PRABHAKAR
Sr. MANAGER PURCHASE

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

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.	16145
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	DC Date.	17-08-2021
	PO No.	79677
	PO Date.	14-08-2021
	Req ID	68441
GSTIN : 36ADBFS3288A2Z7	Req Date	14-08-2021
	Loc Req No	183626

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INWARD WITH TIME: 12'10
Inward No: 15966 Dt: 17/8/21
MRN No: 95206 Dt: 17/08/21
Received By: Sign:
SILVER OAK VILLAS PART-III

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST.
INWARD No: 73322
Date: 18/8
Sign: L