

PURCHASE DIVISION  
Advice for approval for credit to supplier

30

Date:		24/8/21		Prepared by:		P. Sneha	
PO/WO no.		79835		PO / WO Date.		19/8/21	
Supplier Name		Srf Balaji enterprises		PO/WO amount		154,883/-	
Firm/Company		SOV Up - II		Project		SOV - II	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	74	20/8/21		1,59,109			
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						1,59,109	
Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN			
1.	—	—	—	<input type="checkbox"/> Yes <input type="checkbox"/> No			
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B –Other Credits :_Transportation charges						2950/-	
Amount C –Other Debits :						-	
Amount D (D=A+B-C) – Amount to be credited to the supplier:						1,59,109/-	
Amount E – PO / WO value:						1,54,883/-	
Amount F – Difference (A – E): GST-18%						4,226/-	
Quantity received as per PO /WO			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)				
Is difference between PO / Bill acceptable?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (explained below)				
Excess / short material received			<input type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)				
Close PO / W?O			<input type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)				
Advance paid / PDC given (deduct when paying)			<input checked="" type="checkbox"/> Yes – Rs. ___/___ <input type="checkbox"/> No				
Payment – due date			30/8/21				
Remarks: Standard size are calculated can be considered.							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sneha						
Date	24/8/21	24/8/21					

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**

<p><b>SRI BALAJI ENTERPRISES</b></p> <p># 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</p>	Invoice No. <b>74</b>	Date <b>20-08-2021</b>
	Place of supply <b>36-Telangana</b>	PO date <b>19-08-2021</b>
	PO number <b>79835</b>	Vehicle Number <b>AP12U-8002</b>
	Ship To <b>SILVER OAK VILLAS PART 3 CHERLAPALLY -</b>	
Bill To <b>SILVER OAK VILLAS LLP</b> 5-4-187/3&4, IInd Floor, MG Road, Secunderabad - 03 Contact No.: 9502177288 GSTIN Number: 36ADBFS3288A2Z7 State: 36-Telangana		

#	Item name	HSN/ SAC	Size	Quantity	Unit	Price/ Unit	GST	Amount
1	WPC Door Frame(2+1)4x2.50	3925	7FIT X 3.50 FIT	9	NOS	₹ 2,904.00	₹ 4,704.48 (18%)	₹ 30,840.48
2	WPC Door Frame(2+1)4x2.50	3925	7 FIT X 3 FIT	24	NOS	₹ 2,838.00	₹ 12,260.16 (18%)	₹ 80,372.16
3	WPC Door Frame(2+2)4x2.50	3925	7 FIT X 3.50 FIT	6	NOS	₹ 3,465.00	₹ 3,742.20 (18%)	₹ 24,532.20
4	WPC Door Frame(2+2)4x2.50	3925	7 FIT X 3 FIT	6	NOS	₹ 3,300.00	₹ 3,564.00 (18%)	₹ 23,364.00
5	TRANSPORT			1	-	₹ 2,500.00	₹ 450.00 (18%)	₹ 2,950.00
<b>Total</b>				<b>46</b>			<b>₹ 24,720.84</b>	<b>₹ 1,62,058.84</b>

Invoice Amount In Words <b>One Lakh Sixty Two Thousand Fifty Nine Rupees only</b>	<b>Amounts:</b> Sub Total ₹ 1,62,058.84 Round off ₹ 0.16 <b>Total ₹ 1,62,059.00</b> Received ₹ 0.00 Balance ₹ 1,62,059.00
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HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
	₹ 2,500.00	9%	₹ 225.00	9%	₹ 225.00	₹ 450.00
3925	₹ 1,34,838.00	9%	₹ 12,135.42	9%	₹ 12,135.42	₹ 24,270.84
<b>Total</b>	<b>₹ 1,37,338.00</b>		<b>₹ 12,360.42</b>		<b>₹ 12,360.42</b>	<b>₹ 24,720.84</b>

<p><b>Terms and conditions:</b> Thanks for doing business with us!</p> <div style="border: 2px solid black; padding: 5px; margin-top: 10px;"> <p align="center"><b>INWARD WITH TIME: P</b></p> <p>Inward No: <u>1248</u> Dt: <u>20/8/21</u></p> <p>MIRN No: <u>95374</u> Dt: <u>20/8/21</u></p> <p>Received By: _____ Sign: _____</p> <p align="center"><b>SILVER OAK VILLAS PART-III</b></p> </div>	<p><b>Company's Bank details:</b>                  Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY                  Bank Account No.: 4312001151                  Bank IFSC code: KKBK0000553                  Account Holder Name: SRI BALAJI ENTERPRISES</p> <div style="text-align: center; margin-top: 20px;"> <p>For, SRI BALAJI ENTERPRISES</p>                   Authorized Signatory             </div> <div style="text-align: right; margin-top: 10px;">  </div>
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# Purchase Order

Page(s) 1 Of 1

23-Aug-21 12:25:44 PM

Or



13.08.21 2:25:57

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 Hyderabad-500001

**GSTIN** 36AEIPJ0494H1ZF

9030605690

<b>Doc No</b>	79835	183631
<b>Doc Date</b>	19-08-2021	
<b>Quote No</b>	Nil	
<b>Quote Date</b>	19-08-2021	
<b>SupplyType</b>	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 in x 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 in x 2 ft 6 in - 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	6.00	3,000.00	0.00	18.00	21,240.00
4 2390 - Carpentry - other - WPS - 2+2 - 7 ft x 2 ft 6 in - Nos	6.00	3,168.00	0.00	18.00	22,429.44

**Total Order Value . . . 154,882.08**

Rupees : One Lakh(s) Fifty Four Thousand Eight Hundred Eighty Two and Paise Eight Only.

## Terms and Conditions :-

<b>Specification / Brand</b>	All items shall be of WPC door frames, Main door frames Section size 5"x2 1/2", Internal door section size 4"x 2 1/2", Rs 200 Per rft main door and Rs 165 per rft internal door frame, NO making charges, making is our responsibility.
<b>Payment Terms</b>	50% advance balance after delivery
<b>Tax</b>	Included in the above prices
<b>Delivery Date</b>	With in 2 days
<b>Delivery Location</b>	Silver Oak Villas Part III Sy.No.11,12,14,15,16,17,18 , 294 Phone. 0
<b>Penalty For Delay</b>	Nil
<b>Transportation Cost</b>	Extra as per actuals
<b>Warranty</b>	Nil
<b>Advance Paid</b>	Rs. 77,440-00, by cheque.....
<b>Other Terms</b>	We reserve the rights to reject the items if not as per the specifications, above order for Villa #11,112,113 , purpose.
<b>Completion Date</b>	Nil
<b>Measurement</b>	Nil
<b>Security</b>	Nil
<b>Remarks</b>	Logs will be supplied by supplier standerd log sizes will be calculated as 7' 3" as 8' and 3' 6" as 4', 2'5" as 3' fitting will be our responsibility, Density will be 1000 kg /cum.

For **Silver Oak Villas LLP**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_

## Purchase Order

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 Hyderabad-500001

**GSTIN** 36AEIPJ0494H1ZF

9030605690

<b>Doc No</b>	79835	183631
<b>Doc Date</b>	19-08-2021	
<b>Quote No</b>	Nil	
<b>Quote Date</b>	19-08-2021	
<b>SupplyType</b>	Supply	

**Kind Attn : Mr.Seetaram Joshi**

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2 2389 - Carpentry - other - WPC - 2+1 - 7 ft 3 in x 2 ft 6 in - 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	6.00	3,000.00	0.00	18.00	21,240.00
4 2390 - Carpentry - other - WPS - 2+2 - 7 ft x 2 ft 6 in - Nos	6.00	3,168.00	0.00	18.00	22,429.44

**Total Order Value . . . 154,882.08**

Rupees : One Lakh(s) Fifty Four Thousand Eight Hundred Eighty Two and Paise Eight Only.

**Terms and Conditions :-**

**Specification / Brand** All items shall be of WPC door frames, Main door frames Section size 5"x2 1/2", Internal door section size 4"x 2 1/2". Rs 200 Per ft main door and Rs 165 per ft internal door frame, NO making charges, making is our responsibility.

**Payment Terms** 50% advance balance after delivery

**Tax** Included in the above prices

**Delivery Date** With in 2 days

**Delivery Location** Silver Oak Villas Part III  
 Sy .No.11,12,14,15,16,17,18 , 294  
 Phone. 0

**Penalty For Delay** Nil

**Transportation Cost** Extra as per actuals

**Warranty** Nil

**Advance Paid** Rs. 77,440-00, by cheque.....

**Other Terms** We reserve the rights to reject the items if not as per the specifications, above order for Villa 111,112,113 , purpose.

**Completion Date** Nil

**Measurement** Nil

**Security** Nil

**Remarks** Logs will be supplied by supplier standerd log sizes will be calculated as 7' 3" as 8' and 3' 6" as 4', 2'5" as 3' fitting will be our responsibility, Density will be 1000 kg /cum.

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APPROVED BY

21 AUG 2021

SOHAM MODI  
MANAGING DIRECTOR

For MDs APPROVAL

- High Value/quantity beyond limits.
- Po/Req. processed-post approval.
- Approval for technical details/clarification.
- Replenishing SSSLP stock
- Other

For **Silver Oak Villas LLP**

Authorised Signatory

Name : \_\_\_\_\_

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_

1130

Requisition Form - Door Frames									
Company		Silver Oak Villas LLP-III		Site & Phase		SOV-III			
Req. no.		183631		Req. Date		17-08-2021			
Material required before		25-08-2021		ID no.		68532			
Prepared by:		B.Meenakshi		Approved by (sign):					
Flat / Block no:		Villa no 111,112,113							
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	Units	Qty required for Type B for 1210 Sft 3BHK flat	Qty required for Type A for 1210 Sft 3BHK flat	Type B 1010 2BHK flats requirement	Type A 1210 Sft 3BHK 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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	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	1.00	6.00	0.00	6.00
Total							45.00	0.00	45.00
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	0.00	0.00	0.00	0.00			
2	Main door top /bottom 4' X 5" X 3"	Nos	0.00	0.00	0.00	0.00			
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			149.0	0.0	149.0	49.4			

Note: Round of nails to the nearest kg.

APPROVED  
18 JUN 2021  
P. PRABHAKAR  
Sr. MANAGER PURCHASE

APPROVED BY  
21 AUG 2021  
SOHAM MODI  
MANAGING DIRECTOR