

PURCHASE DIVISION
Advice for approval for credit to supplier

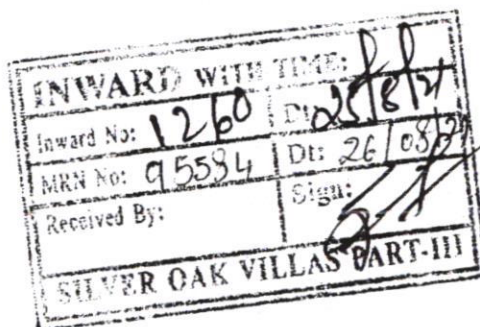
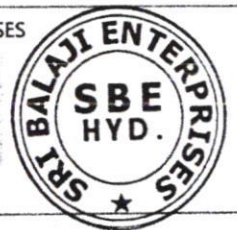
(12) (M)✓

Date:		2/9/21		Prepared by:		P. Sneha	
PO/WO no.		79986		PO / WO Date.		25/8/21	
Supplier Name		Sri Balaji Enterprises		PO/WO amount		5,133 /-	
Firm/Company		Govt - II		Project		SOV - III	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	77	25/8/21		5,133 /-			
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						5,133 /-	
Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN			
1.	—	—	95584	☐ 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:						5,133 /-	
Amount E – PO / WO value:						5,133 /-	
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			6/9/21				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sneha						
Date	2/9/21						

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. 77		Date 25-08-2021		
				Place of supply 36-Telangana				
				Ship To SILVER OAK VILLAS PART 3 CHERLAPALLY -501301				
Bill To SILVER OAK VILLAS LLP 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	SS SCREWS 32X8MM (100 PER PKT)		32X8MM	30	BOX	₹ 145.00	₹ 783.00 (18%)	₹ 5,133.00
	Total			30			₹ 783.00	₹ 5,133.00
Invoice Amount In Words Five Thousand One Hundred Thirty Three Rupees only				Amounts: Sub Total ₹ 5,133.00 Total ₹ 5,133.00 Received ₹ 0.00 Balance ₹ 5,133.00				
HSN/ SAC		Taxable amount		CGST		SGST		Total Tax Amount
				Rate	Amount	Rate	Amount	
		₹ 4,350.00		9%	₹ 391.50	9%	₹ 391.50	₹ 783.00
Total		₹ 4,350.00			₹ 391.50		₹ 391.50	₹ 783.00
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  Authorized Signatory				



Purchase Order

Page(s) 1 Of 1

27-08-2021 11:30:10 AM



79986

13.08.21 2:26:19

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

Doc No	79986	183646
Doc Date	25-08-2021	
Quote No	NIL	
Quote Date	25-08-2021	
SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2156 - Carpentry - hardware - S.S. Screws - other - pkts 32 X 8 MM	30.00	145.00	0.00	18.00	5,133.00
Total Order Value . . .					5,133.00

Rupees : Five Thousand One Hundred Thirty Three Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penalty 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 wpc doors making purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Silver Oak Villas LLP**

Authorised Signatory

Name: _____

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : _____

Date : __/__/__

✓ 1151

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Prepared By	B.Meenakshi	Approved by	25 AUG 2021
Sign.& Date	25-08-2021	Sign. & Date	PHAKAR

proved by
n. & Date
2 columns.

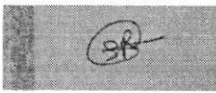
	Inward No.
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	Units	Inward No	

Prepared By		Approved by	
Sign. & Date		Sign. & Date	

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

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