(R) (M) ✓

PURCHASE DIVISION
Advice for approval for credit to supplier

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	SovUp - III	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
03 SEP 2021
MINISH PARIKH
MANAGER PROCUREMENT

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

SRI BALAJI ENTERPRISES SBE HYD.

Authorized Signatory

INWARD WITH TIME:
Inward No: 1260 Dt: 25/8/21
MRN No: 95534 Dt: 26/08/21
Received By: Sign:
SILVER OAK VILLAS PART-III

SUMMIT SALES LLP R.R. DIST.
INWARD
No: 83819
Date: 27/8
Sign:

Purchase Order

 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 Hyderbad-500001	**Doc No**	79986	183646
	Doc Date	25-08-2021	
	Quote No	NIL	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	25-08-2021	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	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
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 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 : __/__/____

Requisition Form ✓ 1151

Company Name:	Silver Oak Villas LLP -III	Date:	25-08-2021
Site & Phase :	Silver Oak Villas-III	Time:	10.00
Supplier		Req. No.	183646
Material required before date:	Urgent	ID No.	68735

No	Description	Size	Quantity	Units	Inward No	Date
1	SS star type screws 79986.	32x8mm	3000	No's		
2	L pattics		1000	No's		
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: -For WPC doors making purpose.

Prepared By	B.Meenakshi	Approved by	APPROVED 25 AUG 2021 P. PRABHAKAR Sr. MANAGER PURCHASE
Sign.& Date	25-08-2021	Sign. & Date	

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

Company Name:	Silver Oak Villas LLP	Date:	
Site & Phase :	Silver Oak Villas	Time:	
Supplier		Req. No.	
Material required before date:		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date

Remarks:

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

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

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**	Vehicle Number
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	Ship To SILVER OAK VILLAS PART 3 CHERLAPALLY -501301	

#	Item name	HSN/ SAC	Size	Quantity	Unit	Price/ Unit	GST	Amount
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	Total			30			**₹ 783.00**	**₹ 5,133.00**

Invoice Amount In Words	Amounts:	
Five Thousand One Hundred and Thirty Three Rupees only	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	9.0%	₹ 391.50	9.0%	₹ 391.50	₹ 783.00
Total	**₹ 4,350.00**		**₹ 391.50**		**₹ 391.50**	**₹ 783.00**

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Account Holder's Name: SRI BALAJI ENTERPRISES

For, SRI BALAJI ENTERPRISES

Authorized Signatory

Terms and conditions:

Thanks for doing business with us!