PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	2/9/21	Prepared by:	Deeks
PO/WO no.	79854	PO / WO Date.	20/8/21
Supplier Name	Sri balaji Enterprices	PO/WO amount	30,019.20
Firm/Company	sor up	Project	sor
Sl. No.	Bill No.	Bill Date	Bill amount
1	75.	20/8/21	31,789.20
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			31,789.20

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—	95717	☑ 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:				31,789.20
Amount E – PO / WO value:				30,019.20
Amount F – Difference (A – E): GST-18%				1,770/-

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:	final Bill

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		APPROVED 03 SEP 2021 MINISH PARIKH MANAGER PROCUREMENT				
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. **75**	Date **20-08-2021**
	Place of Supply **36-Telangana**	PO number **79742/79854**
	Vehicle Number **AP12U-8002**	
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 -	

#	Item name	HSN/ SAC	Size	Quantity	Unit	Price/ Unit	GST	Amount
1	L-PATI 1X1	8302	1X1	250	NOS	₹ 3.00	₹ 135.00 (18.0%)	₹ 885.00
2	WPC DOOR FRAMES 2+2 (5X2.5)	3925	7 FIT X 4 FIT	6	NOS	₹ 4,365.00	₹ 4,714.20 (18.0%)	₹ 30,904.20
	Total			**256**			**₹ 4,849.20**	**₹ 31,789.20**

Invoice Amount In Words

Thirty One Thousand Seven Hundred and Eighty Nine Rupees only

Amounts:	
Sub Total	₹ 31,789.20
Round off	- ₹ 0.20
Total	**₹ 31,789.00**
Received	₹ 0.00
Balance	₹ 31,789.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
3925	₹ 26,190.00	9.0%	₹ 2,357.10	9.0%	₹ 2,357.10	₹ 4,714.20
8302	₹ 750.00	9.0%	₹ 67.50	9.0%	₹ 67.50	₹ 135.00
Total	**₹ 26,940.00**		**₹ 2,424.60**		**₹ 2,424.60**	**₹ 4,849.20**

INWARD WITH TIME:
Inward No.: 1265 Dt.: 25/8/21
GRN No.: 95717 Dt.: 31/8/21
Received By: Sign:
SILVER OAK VILLAS LLP

Company's Bank details:

Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY

Bank Account No.: 4312001151

Bank IFSC code: KKBK0000553

Account Holder's Name: SRI BALAJI ENTERPRISES

For, SRI BALAJI ENTERPRISES

Authorized Signatory

Terms and conditions:

Thanks for doing business with us!

SUMMIT SALES LLP
IN WARD
No: 83949
Date: 1/9
Sign:
R.R. DIST.

Purchase Order

79854
13.08.21 2:25:57

 20-Aug-21 2:30:54 PM

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**	79854	183636
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc Date**	20-08-2021	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	20-08-2021	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2384 - Carpentry - other - WPC -2+2 - 7 ft x 3 ft 6 in - Nos	6.00	4,240.00	0.00	18.00	30,019.20
					Total Order Value . . .	**30,019.20**

Rupees : Thirty Thousand Ninteen and Paise Twenty 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 rft main door and Rs 165 per rft 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
Penality For Delay	Nil
Transportation Cost	Extra as per actuals
Warranty	Nil
Advance Paid	Rs. 57,364-00, by RTGS/NEFT............
Other Terms	We reserve the rights to reject the items if not as per the specifications, above order for Villa no- 108- 113 , purpose.
Completion Date	Nil
Measurment	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 ous 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 : __/__/____

C 1139

Requisition Form - Door Frames									
Company		Silver Oak Villas LLP-III		Site & Phase		SOV-III			
Req. no.		183636		Req. Date		20-08-2021			
Material required before		urgent		ID no.	68608				
Prepared by:		B.Meenakshi		Approved by (sign):					
Flat / Block no:		Villa no108 ,109, 110, 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 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	0.00	6.00	0.00	6.00
2	Door frame 7' 3"x 3' without threshold	Nos	0.00	0.00	0.00	3.00	0.00	0.00	0.00
3	Door frame 7' 3" x 2'6" without threshold	Nos	0.00	0.00	0.00	3.00	0.00	0.00	0.00
4	Door frame 7' x 3' with threshold	Nos	0.00	0.00	0.00	3.00	0.00	0.00	0.00
5	Door frame 7' x 2'6" with threshold	Nos	0.00	0.00	0.00	1.00	0.00	0.00	0.00
	Total						6.00	0.00	6.00

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	12.00	0.00	12.00	8.92			
2	Main door top /bottom 4' X 5" X 3"	Nos	12.00	0.00	12.00	4.92			
3	Other door sides 7' 3" X 4" X 2 1/2"	Nos	0.00	0.00	0.00	0.00			
4	Other door top / bottom 3' X 4" X 2 1/2"	Nos	0.00	0.00	0.00	0.00			
5	Other door top / bottom 3' 6" X 4" X 2 1/2"	Nos	0.00	0.00	0.00	0.00			
6	Other door sides 5' X 4" X 2 1/2"	Nos	0.00	0.00	0.00	0.00			
7	Other door top / bottom 2'6" X 4" X 2 1/2"	Nos	0.00	0.00	0.00	0.00			
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		26.0	0.0	26.0	13.8			
Note: Round of nails to the nearest kg.									

APPROVED
20 AUG 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Purchase Order

 19-08-2021 5:08:45 PM

79742
12.08.21 2:08:31

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**	79742	183626
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc Date**	17-08-2021	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	13-08-2021	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9598 - Tools - Bracket - NA - Nos *1" x 1"*	250.00	3.00	0.00	18.00	885.00
	Total Order Value . . .					**885.00**

Rupees : Eight Hundred Eighty Five 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 site use purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Silver Oak Villas LLP*

Authorised Signatory

Name : 24/8/21

Accepted the above Terms And Conditions

For *Sri Balaji Enterprises*

Name : ______

Date : __/__/____

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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.	69286 68441

No	Description	Size	Quantity	Units	67818	Date
1	A4 Paper bundles		20	Bundles		
2	Yellow cloths		20	Nos		
3	White cloths		20	Nos		
4	Hand wash		06	Nos		
5	Double plaster(Abro tape)		06	Nos		
6	Insulation tapes 79733		2	Boxs		
7	Blue sheets		03	Nos		
8	**L pattis** 79742		250	Nos		
9						
10						

Remarks: - For site use purpose			
Prepared By	B.Meenakshi	Approved by	
Sign.& Date	12-08-2021	Sign. & Date	

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

APPROVED
17 JUN 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

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