B

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	17/9/21	Prepared by:	Sneha.
PO/WO no.	80427	PO / WO Date.	8/9/21
Supplier Name	Santosh tarpaulin	PO/WO amount	420/-
Firm/Company	Silver oak villas Up	Project	SOV-III
Sl. No.	Bill No.	Bill Date	Bill amount
1	066	3/9/21	420/-
2			/
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			420/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	–	–	95948	☑ 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:	420/-
Amount E – PO / WO value:	420/-
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	20/9/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sneha	[signature]					
Date	17/9/21	18/9					

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

SANTHOSH TARPAULIN # 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medchal, Malkajgiri District – 500 010. Telangana State	**GSTIN :36ATWPA1307P1ZC** Email id: santhoshtarp@gmail.com Cell: 9642662732 Bank Account : AXIS BANK Acc.No.919020039284737 IFSC CODE :UTIB0001378
To SILLVER OAK VILLAS LLP 5-4-187/3&4 IInd floor MG ROAD SECUNDERABAD 500003 **GSTIN No. 36ADBFS3288A2Z7**	Invoice No: **066** Invoice Date: 03/09/2021 P.O.No.80173/183649 P.O.Date: 31.08.2021

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	RAIN COATS	6201	NOS 1	@400/-	400.00

Rupees in words FOUR HUNDERD TWONTY ONLY	**Total ::**	**400.00**
	CGST @ 2.5 % ::	**10.00**
	SGST @ 2.5 % ::	**10.00**
	IGST 18% ::	
	adjust ::	
	Grand Total ::	**420.00**

Receiver Signature & Seal

For SANTHOSH TARPAULIN

Authorized Signatory

INWARD WITH TIME:
Inward No: 1274 Dt: 4/9/21
MRN No: 95948 Dt: 04/9/21
Received By: Sign:
SILVER OAK VILLAS LLP

SUMMIT SALES LLP
IN WARD
No: 84142
Date: 4/9
Sign:
R.R. DIST.

 08-09-2021 11:09:13

Purchase Order

80427
08.09.21 4:55:57

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			
Santosh Tarpaulin 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010 **GSTIN** 36ATWPA1307P1ZC 9642662732	**Doc No**	80427	183658
	Doc Date	08-09-2021	
	Quote No	Nil	
	Quote Date	17-08-2021	
	SupplyType	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4052 - Consumables - Raincoats - NA - nos *XXL*	1.00	400.00	0.00	5.00	420.00
Rupees : Four Hundred Twenty Only.				**Total Order Value . . .**		**420.00**

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 : 11/09/2021

Accepted the above Terms And Conditions
For *Santosh Tarpaulin*

Name : ______________________

Date : __/__/____

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Requisition Form

Company Name:	Silver Oak Villas LLP-III	Date:	07-09-2021
Site & Phase :	Silver Oak Villas-III	Time:	15.00
Supplier		Req. No.	183658
Material required before date:	urgent	ID No.	69176

No	Description	Size	Quantity	Units	67818	Date
1	Raincoat	XXL	01	No's		
2						
3						
4						
5	80427					
6						
7						
8						
9						
10						

Remarks: - For Vamshi Driver

Prepared By	B.Meenakshi	Approved by	
Sign.& Date	07-09-2021	Sign. & Date	

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

APPROVED
- 8 SEP 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Requisition Form

Company Name:	Silver Oak Villas LLP-III	Date:	30-08-2021
Site & Phase :	Silver Oak Villas-III	Time:	15.00
Supplier		Req. No.	
Material required before date:		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: -For Kiran sir and Chandrkanth sir Purpose

Prepared By	B.Meenakshi	Approved by	
Sign.& Date	17-08-2021	Sign. & Date	

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