PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	17/9/21	Prepared by:	Sneha.
PO/WO no.	78897	PO / WO Date.	22/7/21
Supplier Name	Supreme Agencies	PO/WO amount	47,082/-
Firm/Company	Silver oak villas llp	Project	SOV phase-IX
Sl. No.	Bill No.	Bill Date	Bill amount
1	2337	8/9/21	47082/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			47082/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—	96056	☑ 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:				47082/-
Amount E – PO / WO value:				47082/-
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	17/9					

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/-

Original For Buyer

Supreme Agencies

GST INVOICE

Branch Office & Godown: 8-7-21,Old Bowenpally,Secunderabad - 500011 Tel:(040)48543886,48543889 Email: info@supremehyd.co.in

Name and Address of Buyer
C2778
SILVER OAK VILLAS LLP
5-4-187/3 & 4 , II ND FLOOR
M.G. ROAD
SECUNDERABAD.-500003,Telangana

Buyer's GSTIN No: 36ADBFS3288A2Z7

GSTIN No : 36ABWPS5297A1Z1

Tax Invoice No.	2337	Invoice Date	08-Sep-21
DC No. & Date.	/	Due Date	08-Sep-21
P.O. No.	78897 / 156502	P.O. Date	22-Jul-21
Terms of Payment	AGAINST DELIVERY	Mode Of Dispatch	AUTO
Transporter Name		Vehicle No	TS 10 UB 5649
L/R No.		L/R Date	
Freight Terms		Bill Type	GST Bill

Consignee Delivery Address
C2778
SILVER OAK VILLAS LLP
SITE : SILVER OAK VILLAS , PHASE - IX , SY.NO. 291 ,
CHERLAPALLY , HYDERABAD.,Telangana
State Code : 36.

S. No.	DESCRIPTION	HSN Code	No. of Pkgs	Quantity Unit	Rate Per Unit	Amount (Rs.)	GST %	GST Amount
1	OTTO MGB 660 L OTTO 660LTR 4-WHEELED BIN GREEN	39269080	2	2.00 NOS	19950.00	39900.00	18.00	7182.00
Total			2	2.00 NOS		39900.00		7182.00

INWARD WITH TIME:
Inward No: 5992 Dt: 8/9/21
MRN No: 96056 Dt: 09/09/21
Received By: Sign:
SILVER OAK VILLAS LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 84399
Date: 14/9
Sign:

GST Sum In Words:
Rupees Seven Thousand One Hundred Eighty-Two Only

Bill Amount In Words:
Rupees Forty-Seven Thousand Eighty-Two Only

Gross Total	39900.00
Freight Amt	0.00
CGST Amt	3591.00
SGST Amt	3591.00
IGST Amt	0.00
Round off	0.00
Total Amount	47082.00

Terms & Conditions:
1. Our risk responsibility ceases after goods leave our godown.
2. Failure to pay on due date will attract interest @ 24% p.a.
3. All payments to be made throgh a crossed cheque / NEFT / RTGS
4. Goods Once Sold Cannot be taken back or Exchange.
5. All disputes are subject to Hyderabad jurisdiction only.

For Supreme Agencies

SUPREME AGENCIES HYDERABAD

Authorised Signatory

Registered Office: 10-5-127, Fathenagar, Hyderabad - 500018

Purchase Order

 22-07-2021 14:33:10

78897
16.07.21 4:16:36

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				
Supreme Agencies		**Doc No**	78897	156502
Fatehnagar		**Doc Date**	22-07-2021	
		Quote No	Nil	
GSTIN 36ABWPS5297A1Z1	23771946	**Quote Date**	19-02-2021	
23776002	9849137074	**SupplyType**	Supply	

Kind Attn : Mr. Rajesh

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4026 - Consumables - Dust bin - NA - nos *660 ltrs (Grey)*	1.00	19,950.00	0.00	18.00	23,541.00
2	4026 - Consumables - Dust bin - NA - nos *660ltrs (Green)*	1.00	19,950.00	0.00	18.00	23,541.00
				Total Order Value . . .		**47,082.00**

Rupees : Fourty Seven Thousand Eighty Two Only.

Terms and Conditions :-

Specification /	All items shall be of "Otto ' brand.(Green)- With Wheels 4.
Payment Terms	50_% as advance & balance 50%% on delivery of all materials.
Tax	Inclusive of all taxes
Delivery Date	Within 15 days
Delivery Location	Silver Oak Villas Phase - IX Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of india mint Phone. Contact: Security 65908777, 9502288244 Sanjay
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	RS 23,541/- vide cheq ..no..........
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for SOV Phase -I and Phase II site garbage collection Purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Silver Oak Villas LLP***

Authorised Signatory

22/07/2021

Name : ______

Contact ...

Accepted the above Terms And Conditions

For ***Supreme Agencies***

Name : ______

Date : __/__/____

Purchase Order

 22-07-2021 14:33:10 Original / Office Copy / Purchase Div.Copy

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				
Supreme Agencies		**Doc No**	78897	156502
Fatehnagar		**Doc Date**	22-07-2021	
		Quote No	Nil	
GSTIN 36ABWPS5297A1Z1	23771946	**Quote Date**	19-02-2021	
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Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Silver Oak Villas LLP*

Authorised Signatory

22/07/2021

Name : ____________

Contact ..

Accepted the above Terms And Conditions

For *Supreme Agencies*

Name : ____________

Date : __/__/____

MEMO

DATE & FROM:	TO & REMARKS.
Prabhakar	Kindly advise me.
21/7.	Garbage box Blue is not
	available with Company
	Green & Grey is available
	Kindly Suggest me!
	Grey & Green Order

Company Name:	Silver Oak Villas	Date:	08-07-2021
Site & Phase :	Silver Oak Villas	Time:	12:00
Supplier		Req. No.	156502
Material required before date:	10-07-2021	ID No.	67374

No	Description	Size	Quantity	Units	Inward No	Date
1	Garbage box(Green)	660 ltrs	1	Nos		
2	Garbage box(Blue)	660 ltrs	1	Nos		
3						
4						
5	78897					
6						
7		22/07/2021				
8						
9						
10						

Remarks: For SOV phase 1 and phase II site garbage collection purpose

Prepared By	P.Aishwarya	Approved by	
Sign.& Date	08-07-2021	Sign. & Date	

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