PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	13/11/21	Prepared by:	Meenakshi
PO/WO no.	79256	PO / WO Date.	2/8/21.
Supplier Name	Prime Power service	PO/WO amount	12,000/-
Firm/Company	Silver oak welfare Association	Project	SOU PCB
Sl. No.	Bill No.	Bill Date	Bill amount
1	966.	9/8/21	12,000/-
2			
3			/
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			12,000/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.				☑ 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:	12,000/-
Amount E – PO / WO value:	12,000/-
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. 6,000/- ~~No~~
Payment – due date	22/11/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Meenakshi	[signature]					
Date	13/11/21	13/11					

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/-

Purchase Order

 02-Aug-21 11:35:53 AM

79256
31.07.21 2:16:54

From Company : **Silver Oak Welfare Association**

.

G S T No. : .

Supplier Details			
Prime power services PVT LTD	**Doc No**	79256	191002
Flat no:3 slab no:2 jaya building lalithanagar colony west maredpally sed:500026	**Doc Date**	02-08-2021	
	Quote No	Nil	
GSTIN 36AAKCP8920D1ZB	**Quote Date**	02-08-2021	
7731073329	**SupplyType**	Supply	

Kind Attn : Mr.Kalyan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6213 - Miscellaneous - Annual Maintenenace Contract - NA - Nos *For 62.5 KVA*	1.00	12,000.00	0.00	0.00	12,000.00
				Total Order Value . . .		**12,000.00**

Rupees : Twelve Thousand Only.

Terms and Conditions :-

Specification / Brand	AMC including material AMC for 1 year from 1-8-21 to 31-7-22, 12 general visits and unlimited break down visits, 2 oil serveices in AMC period
Payment Terms	50% Advance balance after delivery
Tax	Included in the above prices
Delivery Date	With in one week
Delivery Location	Silver Oak Villas I & II . Phone. .
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	One year AMC
Advance Paid	Rs. 6,000-00, by cheque............, dated..........
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Above order is for 62.5 KVA DG set purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Silver Oak Welfare Association***

Authorised Signatory

Name : ____________ Name : ____________

Contact - -

Accepted the above Terms And Conditions

For ***Prime power services PVT LTD***

Date : __/__/____

1549

Requisition Form

Company Name:	Silver Oak welfare Association	Date:	31-07-21
Site & Phase :	Silver Oak Villas-I and II	Time:	12.00
Supplier		Req. No.	191002
Material required before date:	urgent	ID No.	68059

No	Description	Size	Quantity	Units	Inward No	Date
1	Oil filter	006010197H1	2	Nos		
2	Fuel filter	006001918A91-PB	2	Nos		
3	Sumo benjo washer	001081618R1-PB	2	Nos		
4	Fuel benjo washer	001081721R2	4	Nos		
5	Air filter	006000789F1-PB	1	Nos		
6	Air filter	006000790F1-PB	1	Nos		
7	coolant	507341	10	Nos		
8	Engine Oil	507338	13.5	Nos		
9	Engine Oil	507339	2	Nos		
10	AMC for generator		1	Nos		

19255

19256

Remarks: -For generator purpose

Prepared By	B.Meenakshi	Approved by	APPROVED 31 JUL 2021 P. PRABHAKAR Sr. MANAGER PURCHASE
Sign.& Date	31-07-21	Sign. & Date	

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

Original for Recipient

MAGIEC Code:	EBU40886	**Tax Invoice** **PRIME POWER SERVICES PRIVATE LIMITED** **Flat No.3, Plot No.2, Jaya Building, Lalitha Nagar Colony,** **West Marredpally, Secunderabad- 500 026.TELANGANA.** **customercare@primepowergen.com** **GSTIN - 36AAKCP8920D1ZB & PAN -AAKCP8920D** **Invoice under Rule 46 of CGST Rules 2017**	Invoice No.: 966/21-22
Engine No:	N4M19TC18611		Invoice Date: 09-8-2021
KVA:	62.5		PO No: 79256 191002
Model	4905GMC2		Dated: 02-8-2021
Work	AMC Service charges		Payment Terms: 100% payment against Invoice

Bill To:

M/s. Silver Oak Welfare Association
5-4-187/3 & 4, IInd Floor, MG Road,
Secunderabad- 500003

Customer GST No: 36ADBFS3288A2Z7

Place of Supply /Consignee Address :

M/S. SILVER OAK VILLAS,
PHASE IX, SY NO 291, CHERLAPALLY.

Sr. No	Description of Goods/Service	HSN/ SAC	Qty.	Units	Rate	Total Value	Cental Tax (CGST)		State/UT Tax (SGST/UTGST))		Including GST
							Rate	Amount	Rate	Amount	
1	AMC Charges for 62.5KVA Mahindra Powerol DG Set AMC Period: 1st Aug 2021 to 31st July 2022 Scope : 12 AMC General visits 2 Oil Service & unlimited break down Visits	998719	1	Lot	10,169.49	10,169.49	9%	915.25	9%	915.25	12,000.00
	Total				**10,169.49**			**915.25**		**915.25**	**12,000.00**

In words:	**Total Amount Before Tax :**		**10,169.49**
Total Tax : One Thousand Eight Hundred and Thirty . Fifty One Paise Only	Add-CGST :	915.25	
Grand Total : Rupees Twelve Thousand Only	Add-SGST / UTGST :	915.25	
	Total Tax :		**1,830.51**
	Grand Total :		**12,000.00**

For PrimePower Services Pvt. Ltd

PRIME POWER SERVICES PVT. LTD. WEST MARREDPALLY SEC-BAD

Authorised Signatory

INWARD WITH TIME
Inward No: 15956 D: 9/8/21
MRN No: 94934 Dt: 10/08/21
Received By: Sign:
SILVER OAK VILLAS PART-III

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 86924
Date: 17-11-21
Sign: