PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	13/11/21	Prepared by:	B. Meenakshi
PO/WO no.	78498	PO / WO Date.	10/7/21
Supplier Name	santhosh Tarpaulin	PO/WO amount	1260/.
Firm/Company	SOVLLP	Project	SOV-II
Sl. No.	Bill No.	Bill Date	Bill amount
1	029.	13/7/21.	1,260/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1260/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.		-	15885	☑ 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:	1,260/-
Amount E – PO / WO value:	1,260/-
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	25/11/21.
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

 10-07-2021 10:25:43 AM

Ori 78498
06.07.21 4:42:38

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**	78498	156501
	Doc Date	10-07-2021	
	Quote No	Nil	
	Quote Date	10-07-2021	
	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	3.00	400.00	0.00	5.00	1,260.00
					Total Order Value . . .	**1,260.00**

Rupees : One Thousand Two Hundred Sixty 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 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	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for QC team use purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Silver Oak Villas LLP*
Authorised Signatory

Name : 13/07/2021

Accepted the above Terms And Conditions
For *Santosh Tarpaulin*

Name :

Date : __/__/____

Requisition Form

Company Name:	Silver Oak Villas	Date:	08-07-2021
Site & Phase :	Silver Oak Villas	Time:	12:00
Supplier		Req. No.	156501
Material required before date:	10-07-2021	ID No.	67373

No	Description	Size	Quantity	Units	Inward No	Date
1	Safety shoes 78499	9	1	Nos		
2	Rain coats 78498	-	3	Nos		
3						
4						
5						
6						
7						
8						
9						
10						

APPROVED
10 JUL 2021
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: For QC team (Sunil, Bharath, Vinod sir) at sov site

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.

TAX-INVOICE

[illegible]HOSH TARPAULIN [illegible]-39/7/3, Forzenguda, [illegible]uryanagar, 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 SILVER OAK VILLAS LLP 5-4-187/3&4IInd floor MG ROAD SECUNDERABAD 500003 **GSTIN No. 36ADBFS3288A2Z7**	Invoice No: **029** Invoice Date: 13/07/2021 P.O.No.78498/156501 P.O.Date: 10.07.2021

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	RAIN COATS	6201	3 NOS	@ 400	1200.00

Total ::	**1200.00**
CGST @ 2.5% ::	**30.00**
SGST @ 2.5% ::	**30.00**
IGST 18% ::	
Total GST ::	-
Grand Total ::	**1260.00**

Rupees in word ONE THOUSAND TWO HUNDRED SIXTY ONLY

Receiver Signature & Seal

For SANTHOSH TARPAULIN

Authorized Signatory

INWARD WITH TIME:
Inward no 15885 Dt 15/7/21
MRN No: 93974 Dt 15/7/21
Received By: Sign
SILVER OAK VILLAS LLP

SUMMIT SALES LLP
IN WARD
No: 96515
Date: 17-11-21
Sign:
R.R. DIST.