

PURCHASE DIVISION
Advice for approval for credit to supplier



Date:	14-11-2021	Prepared by:	Ch. Pranavi
PO/WO no.	82310	PO / WO Date.	02-11-2021
Supplier Name	Sri Balaji Enterprises	PO/WO amount	117,811.20/-
Firm/Company	Silver Oak villas LLP	Project	COV-II.
Sl. No.	Bill No.	Bill Date	Bill amount
1	131	05-11-2021	19,816.38/-
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges):

19,816.38/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			98881	☐ 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:

Amount E – PO / WO value:

19,816.38/-

Amount F – Difference (A – E): GST-18%

117,811.20/-

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

17-11-2021

Remarks:

Excess material received.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	14-11-2021	15/11					

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/-

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

SBEInvoice No.
131Date
05-11-2021Place of supply
36-TelanganaPO date
02-11-2021PO number
82310Vehicle Number
TS12UC-8002

Ship To

SILVER OAK VILLAS PART 3
CHERLAPALLY -

Bill To

SILVER OAK VILLAS LLPS-4-187/3&4, IInd Floor,
MG Road, Secunderabad - 03

Contact No.: 9502177288

GSTIN Number: 36ADBFS3288A2Z7

State: 36-Telangana

#	Item name	HSN/ SAC	Size	Quantity	Unit	Price/ Unit	GST	Amount
1	WPC DOOR FRAMES 2+2 (5X2.5)	3925	7FIT X 4 FIT	4	NOS	₹ 4,400.00	₹ 3,168.00 (18%)	₹ 20,768.00
2	WPC Door Frame(2+1)4x2.50	3925	7 FIT X3.50 FIT	9	NOS	₹ 2,904.00	₹ 2,704.48 (18%)	₹ 30,840.48
3	WPC Door Frame(2+1)4x2.50	3925	7 FIT X3 3 FIT	12	NOS	₹ 2,805.00	₹ 6,058.80 (18%)	₹ 39,718.80
4	WPC Door Frame(2+2)4x2.50	3925	7 FIT X 3.50	3	NOS	₹ 3,465.00	₹ 1,871.10 (18%)	₹ 12,266.10
5	WPC Door Frame(2+2)4x2.50	3925	7 FIT X 3 FIT	6	NOS	₹ 3,300.00	₹ 3,564.00 (18%)	₹ 23,364.00
6	CARTAGE			1	-	₹ 2,500.00	₹ 450.00 (18%)	₹ 2,950.00
Total				35			₹ 19,816.38	₹ 1,29,907.38

Invoice Amount In Words

One Lakh Twenty Nine Thousand Nine Hundred Seven Rupees only**Amounts:**

Sub Total	₹ 1,29,907.38
Round off	- ₹ 0.38
Total	₹ 1,29,907.00
Received	₹ 0.00
Balance	₹ 1,29,907.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
	₹ 2,500.00	9%	₹ 225.00	9%	₹ 225.00	₹ 450.00
3925	₹ 1,07,591.00	9%	₹ 9,683.19	9%	₹ 9,683.19	₹ 19,366.38
Total	₹ 1,10,091.00		₹ 9,908.19		₹ 9,908.19	₹ 19,816.38

Terms and conditions:

Thanks for doing business with us!

Company's Bank details:

Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY

Bank Account No.: 4312001151

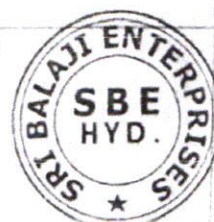
Bank IFSC code: KKBK0000553

Account Holder Name: SRI BALAJI ENTERPRISES

INWARD WITH TIME:	
Inward No: 1376	Dt: 5/11/21
MRN No: 98881	Dt: 05/11/21
Received By: <i>Bhole</i>	Sign: <i>[Signature]</i>
SILVER OAK VILLAS PART-III	

For, SRI BALAJI ENTERPRISES

Authorized Signatory



Purchase Order



82310

30.10.21 11:22:44

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03-Nov-21 4:44:03 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
H,no.14-1-418, Near ROCKET Ground, New Aghapura Hyderabad-500001

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	82310	183712
Doc Date	02-11-2021	
Quote No	nil	
Quote Date	02-11-2021	
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	3.00	4,240.00	0.00	18.00	15,009.60
2 2387 - Carpentry - other - WPC 2+1 - 7 ft 3 in x 3 ft - Nos	9.00	2,904.00	0.00	18.00	30,840.48
3 2389 - Carpentry - other - WPC - 2+1 - 7 ft 3 in x 2 ft 6 in - Nos	12.00	2,838.00	0.00	18.00	40,186.08
4 2388 - Carpentry - other - WPC - 2+2 - 7 ft x 3 ft - Nos	3.00	3,300.00	0.00	18.00	11,682.00
5 2390 - Carpentry - other - WPS - 2+2 - 7 ft x 2 ft 6 in - Nos	6.00	2,838.00	0.00	18.00	20,093.04
Total Order Value . . .					117,811.20

Rupees : One Lakh(s) Seventeen Thousand Eight Hundred Eleven 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 Within 3 days

Delivery Location Silver Oak Villas Part III
Sy.No.11,12,14,15,16,17,18, 294
Phone. 0

Penalty For Delay Nil

Transportation Cost Extra as per actuals

Warranty Nil

Advance Paid Rs. 58,000-00, by cheque.....

Other Terms We reserve the rights to reject the items if not as per the specifications. If any bent or damage is suppliers responsibility. Above order for Villa 182-184 ,purpose

Completion Date Nil

Measurment Nil

Security Nil

Remarks Logs will be supplied by supplier standard log sizes will be calculated as 7' 3" as 8' and 3' 6" as 4', 2'5" as 3' fitting will be our responsibility, Density will be 1000 kg /cum.

For **Silver Oak Villas LLP**

Authorised Signatory

Name :

Name :

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Date : _/_/_

1400

Requisition Form - Door Frames									
Company		Silver Oak Villas LLP-III		Site & Phase		SOV-III			
Req. no.		183712		Req. Date		29-10-2021			
Material required before		06-11-2021		ID no.		70757			
Prepared by:		B.Meenakshi		Approved by (sign):					
Flat / Block no:		Villa no 163,180,181							
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 Sft 3 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	3.00	0.00	3.00
2	Door frame 7' 3"x 3' without threshold	Nos	3.00	0.00	0.00	3.00	9.00	0.00	9.00
3	Door frame 7' 3" x 2'6" without threshold	Nos	4.00	0.00	0.00	3.00	12.00	0.00	12.00
4	Door frame 7' x 3' with threshold	Nos	1.00	0.00	0.00	3.00	3.00	0.00	3.00
5	Door frame 7' x 2'6" with threshold	Nos	2.00	0.00	0.00	1.00	6.00	0.00	6.00
	Total		11.0				33.00	0.00	33.00

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	6.00	0.00	6.00	4.46		
2	Main door top /bottom 4' X 5" X 3"	Nos	6.00	0.00	6.00	2.46		
3	Other door sides 7' 3" X 4" X 2 1/2"	Nos	48.00	0.00	48.00	23.89		
4	Other door top / bottom 3' X 4" X 2 1/2"	Nos	12.00	0.00	12.00	2.47		
5	Other door top / bottom 3' 6" X 4" X 2 1/2"	Nos	15.00	0.00	15.00	3.60		
6	Other door sides 5' X 4" X 2 1/2"	Nos	12.00	0.00	12.00	0.35		
7	Other door top / bottom 2'6" X 4" X 2 1/2"	Nos	12.00	0.00	12.00	0.21		
8	Fish Tail Holdfast	Nos	0.00	0.00	0.00			
9	SS Screw 32X 8 MM	packets	10.00	0.00	10.00			
10	SS Screw 100X 8 MM	Box	0.00	0.00	0.00			
	Total		121.0	0.0	121.0	37.4		

Note: Round of nails to the nearest kg.

APPROVED
20 OCT 2021
PRABHAKAR
MANAGER PURCHASE

APPROVED BY
03 NOV 2021
SOHAM MOJI
MANAGING DIRECTOR

82310

Purchase Order

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02-Nov-21 4:00:40 PM

Original / Office Copy / Purchase Div.Copy

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G S T No. : 36ADBFS3288A2Z7

Supplier Details

Sri Balaji Enterprises
H.no.14-1-418, Near ROCKET Ground, New Aghapura Hyderabad-500001

GSTIN 36AEIPJ0494H1ZF

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Doc No	82310	183712
Doc Date	02-11-2021	
Quote No	nil	
Quote Date	02-11-2021	
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Sy.No.11,12,14,15,16,17,18, 294

Phone. 0

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Transportation Cost Extra as per actuals

Warranty Nil

Advance Paid Rs. 58,000-00, by cheque.....

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Completion Date Nil

Measurement Nil

Security Nil

Remarks Logs will be supplied by supplier standard log sizes will be calculated as 7' 3" as 8' and 3' 6" as 4', 2'5" as 3' fitting will be our responsibility, Density will be 1000 kg /cum.

For MDs APPROVAL

APPROVED BY

03 NOV 2021

**SOHAM MOJI
MANAGING DIRECTOR**

- ☐ High Value/quantity beyond limits.
- ☒ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification.
- ☐ Replenishing SLLP stock
- ☐ Other

For **Silver Oak Villas LLP**

Authorised Signatory



Name :

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Date : / /