PURCHASE DIVISION

Advice for approval for credit to supplier

C

Date:	20/12/21	Prepared by:	Manu
PO/WO no.	81755	PO / WO Date.	19/10/21
Supplier Name	Jupiter Agency	PO/WO amount	4,153.60/-
Firm/Company	SOV LLP	Project	SOV
Sl. No.	Bill No.	Bill Date	Bill amount
1	510	23/11/21	4,154/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			4,154/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			99597	☑ 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:	4,154/-
Amount E – PO / WO value:	4,154/-
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	27/12/21

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Manu						
Date	20/12/21						

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. 0,000/- 7. MD to approve all bills above 1,00,000/-

JA **JUPITER AGENCIES**

15-9-602, Siddiamber Bazar, Hyd - 12, T.S.
Mobile : 9346680351, 9391053351
Email : jupiteragencies@outlook.com
జుపీటర్ ఎజెన్సీస్
GSTIN : 36AARPN7287R1ZC

M/s. Silver Oak Villas LLP.
5-4-187/3 & 4, IInd Floor, M.G. Road
Secunderabad
Dealer GSTIN 36ADBFS3288A2Z7
CASH / CREDIT MEMO No. 510 Date : 23/11/21

Sl.No.	PARTICULARS	HSN CODE	SFT / KG	QTY.	RATE	AMOUNT	
1	Tree Guards			32	110	~~3415~~	
	4x4					3520	00
	P.O No: 81755/15657 dt 19/10/21.						
	Site: Cherlapally.						

INWARD WITH TIME:
Inward No: 16064 Dt: 23/11/21
MRN No: 99597 Dt: 24/11/21
Received By: Sign:
SILVER OAK VILLAS LLP
SILVER OAK VILLAS PART-III

SUMMIT SALES LLP R. DIST.
IN WARD
No: 87272
Date: 22/11
Sign:

Our Bank : STATE BANK OF INDIA A/c. No. 62059289140 IFSC : SBIN0020069

For JUPITER AGENCIES	Despatch Through	Packing	TRANSACTION VALUE	3520-00
			~~IGST~~/CGST 9%	316-80
	L.R. No.		SGST 9%	316-80
Signature	1. Goods once sold will not be taken back. 2. Subject to Hyderabad Jurisdiction only.		GRAND TOTAL	4154-00

(JA) JUPITER AGENCIES

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Email : jupiteragencies@outlook.com
జుపిటర్ ఎజెన్సీస్
GSTIN : 36AARPN7287R1ZC

M/s. Silver Oak Villas LLP
5-4-187/3&4, IInd Floor, M.G Road
Secunderabad
Dealer GSTIN 36ADBFS3288A2Z7
CASH / CREDIT MEMO No. 510 Date : 23/11/21

Sl.No.	PARTICULARS	HSN CODE	SFT / KG	QTY.	RATE	AMOUNT
1	Tree Guards			32	110	~~3415~~
	4x4					3520=00
	P.O No: 81755/15657					
	dt 19/10/21.					
	Site: Cherlapally.					

INWARD WITH TIME:
INWARD No: 16069 Dt: 23/11/21
MRN No: 9959 Dt: 24/11/21
Received by: Bhole Sign:
SILVER OAK VILLAS LLP

Our Bank : STATE BANK OF INDIA	A/c. No. 62059289140 IFSC : SBIN0020069	TRANSACTION VALUE	3520=00
For JUPITER AGENCIES	Despatch Through / Packing	~~IGST~~/CGST 9%	316=80
Signature	L.R. No.	SGST 9%	316=80
	1. Goods once sold will not be taken back. 2. Subject to Hyderabad Jurisdiction only.	GRAND TOTAL	4154=00

SUMMIT SALES LLP
IN WARD
No. 82372
Date: 22-11-2
R.R. Dist

Purchase Order

81755
18.10.21 2:06:31

 19-10-2021 1:28:31 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			
Jupiter Agencies 15-09-614, Siddiamber Bazar, Hyderabad, Telangana - 500012	**Doc No**	81755	156576
	Doc Date	19-10-2021	
	Quote No	Nil	
GSTIN 36AARPN7287R1ZC	**Quote Date**	12-10-2021	
040-24601351 8309916615	**SupplyType**	Supply	

Kind Attn : Mr. Naresh Kumar Agarwal

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6103 - Miscellaneous - Tree Guard - Others - nos *HDPE - 4' x 4'- Daimond shape*	32.00	110.00	0.00	18.00	4,153.60
					Total Order Value . . .	**4,153.60**

Rupees : Four Thousand One Hundred Fifty Three and Paise Sixty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
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 plants protecting purpose.
Completion Date	NA
Measurment	Nil
Security	Nil
Remarks	

For *Silver Oak Villas LLP*

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Jupiter Agencies***

Name : ____________

Date : __/__/___

Requisition Form

Company Name:	SILVER OAK VILLAS	Date:	12-10-2021
Site & Phase :	SILVER OAK VILLAS	Time:	12.00
Supplier		Req. No.	156575
Material required before date:	18-10-2021	ID No.	70303

No	Description	Size	Quantity	Units	Inward No	Date
1	Plants Protecting PVC mesh(Dimond shape)	4'X4'	500	Sft		
2						
3						
4						
5	81755					
6						
7						
8						
9						
10						

Remarks: - For plants protecting purpose.

Prepared By	B.Meenakshi	Approved by	
Sign.& Date	12-10-2021	Sign. & Date	

APPROVED
19 OCT 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

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

Company Name:	SILVER OAK VILLAS	Date:	02-03-2021
Site & Phase :	SILVER OAK VILLAS	Time:	12.00
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: -

Prepared By	B.Meenakshi	Approved by	
Sign.& Date		Sign. & Date	

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