

PURCHASE DIVISION
Advice for approval for credit to supplier

(2)

Date:	20/12/21	Prepared by:	Plonik
PO/WO no.	83013	PO / WO Date.	26/11/21
Supplier Name	Sri Balaji Enterprises	PO/WO amount	5,310/-
Firm/Company	SOV Lnp	Project	SOV
Sl. No.	Bill No.	Bill Date	Bill amount
1	135	22/11/21	5,310/-
2			
3			
4			

Amount A - Bills total(Excluding Transport & Hamali Charges): 5,310/-

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: 5,310/-

Amount E - PO / WO value: 5,310/-

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

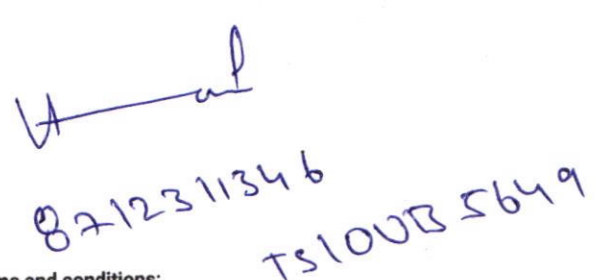
Quantity received as per PO / WO	☒ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)
Is difference between PO / Bill acceptable?	☐ Yes ☐ No (explained below)
Excess / short material received	☐ Approved - within acceptable limits ☐ No (explained below)
Close PO / WO	☒ Yes ☐ No - wait for 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	MD	Accounts - receiver of bill	Accountant	Accounts Manager
Sign:	Plonik						
Date	20/12/21	29/12					

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 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/-

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				Invoice No. 135		Date 22-11-2021		
Bill To SILVER OAK VILLAS LLP 5-4-187/3&4, IInd Floor, MG Road, Secunderabad - 03 Contact No.: 9502177288 GSTIN Number: 36ADBFS3288A2Z7 State: 36-Telangana				Place of Supply 36-Telangana				
				Ship To SILVER OAK VILLAS PART 3 CHERLAPALLY -				
#	Item name	HSN/ SAC	Size	Quantity	Unit	Price/ Unit	GST	Amount
1	SS SCREWS 32X8MM (100 PER PKT)		32x8mm	30	BOX	₹ 150.00	₹ 810.00 (18.0%)	₹ 5,310.00
	Total			30			₹ 810.00	₹ 5,310.00
Invoice Amount In Words Five Thousand Three Hundred and Ten Rupees only				Amounts: Sub Total ₹ 5,310.00 Total ₹ 5,310.00 Received ₹ 0.00 Balance ₹ 5,310.00				
HSN/ SAC		Taxable amount		CGST		SGST		Total Tax Amount
				Rate	Amount	Rate	Amount	
		₹ 4,500.00		9.0%	₹ 405.00	9.0%	₹ 405.00	₹ 810.00
Total		₹ 4,500.00			₹ 405.00		₹ 405.00	₹ 810.00
				Company's Bank details: Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY Bank Account No.: 4312001151 Bank IFSC code: KKBK0000553 Account Holder's Name: SRI BALAJI ENTERPRISES				
				For, SRI BALAJI ENTERPRISES				
								
				Authorized Signatory				
Terms and conditions: Thanks for doing business with us!								



INWARD WITH TIME:	
Inward No: 1421	Dt: 22/11/21
MRN No:	Dt:
Received By: <i>Shole</i>	Sign: <i>[Signature]</i>
SILVER OAK VILLAS PART-III	



Tax Invoice

Date
22-11-2021

SRI BALAJI ENTERPRISES

#14-1-41B, NEAR ROCKET GROUND
NEW AGHAQURA HYDERABAD
500001 TS
Phone no: 9030605690
Email: seetaram.joshi@yahoo.com
GSTIN: 36AEIPJ0494H1ZF
State: 36-Telangana

Invoice No
135Place of Supply
26-TelanganaShip To
SILVER OAK VILLAS PART 3
CHERLAPALLY

Bill To

SILVER OAK VILLAS LLP

5-4-187/384, IInd Floor,
MG Road, Secunderabad - 03

Contact No: 9502177288

GSTIN Number: 36ADBFS3288A227

State: 36-Telangana

#	Item name	HSN/ SAC	Size	Quantity	Unit	Price/ Unit	GST	Amount
1	SS SCREWS 32X8MM (100 PER PKT)		32x8mm	30	BOX	₹ 150.00	₹ 810.00 (18.0%)	₹ 5,310.00
				30			₹ 810.00	₹ 5,310.00
	Total							₹ 5,310.00

Invoice Amount In Words

Five Thousand Three Hundred and Ten Rupees only

Amounts:	₹ 5,310.00
Sub Total	₹ 5,310.00
Total	₹ 0.00
Received	₹ 5,310.00
Balance	

HSN/ SAC	Taxable amount	CGST	SGST	Total Tax Amount
		Rate	Amount	
	₹ 4,500.00	9.0%	₹ 405.00	₹ 810.00
			₹ 405.00	₹ 810.00
Total	₹ 4,500.00		₹ 405.00	₹ 810.00

Company's Bank details:

Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD -
NAMPALLY

Bank Account No.: 4312001151

Bank IFSC code: KKBK0000553

Account Holder's Name: SRI BALAJI ENTERPRISES

For, SRI BALAJI ENTERPRISES

Authorized Signatory



Terms and conditions:

Thanks for doing business with us!

INWARD WITH TIME:	
Inward No: 1421	Dt: 22/11/21
MRN No:	Dt:
Received By: Moha	Sign: J
SILVER OAK VILLAS PART-III	



Purchase Order

Page(s) 1 Of 1

26-Nov-21 2:36:55 PM

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

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

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	83013	183737
Doc Date	26-11-2021	
Quote No	Nil	
Quote Date	26-11-2021	
SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2156 - Carpentry - hardware - S.S. Screws - other - pkts 30x8	30.00	150.00	0.00	18.00	5,310.00
Total Order Value . . .					5,310.00

Rupees : Five Thousand Three Hundred Ten Only.

Terms and Conditions :-**Specification / Brand** 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 Part III
Sy .No.11,12,14,15,16,17,18 , 294
Phone. 0**Penalty For Delay** Nil**Transportation Cost** 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 site use purpose.**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Silver Oak Villas LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**Name : 

Name : _____

Date : __/__/__

Requisition Form

1443

Company Name:		Silver Oak Villas LLP-III		Date:		18-11-2021	
Site & Phase :		Silver Oak Villas-III		Time:		15.00	
Supplier				Req. No.		183737	
Material required before date:			urgent		ID No.		71316
No	Description	Size	Quantity	Units	Inward No	Date	
1	Screws	30X8mm	3000	Nos			
2	MS nails	2 1/2"	15	Kg			
3	Bombay nails	3"	3	Kg			
4	Solvent Cement	250grams	12	Nos			
5	Pvc bends	1.5	300	Nos			
6	Sink Waste Coupling		5	Nos			
7							
8							
9							
10							
Remarks: - For site use purpose							
Prepared By		Chandrakanth		Approved by			
Sign.& Date		18-11-2021		Sign. & Date			

APPROVED
18 NOV 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

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