PURCHASE DIVISION
Advice for approval for credit to supplier

6

Date:	28/12/21	Prepared by:	Janaki
PO/WO no.	83125	PO / WO Date.	30/11/21
Supplier Name	Summit Sales llp	PO/WO amount	10,903/-
Firm/Company	Silver Oak villas llp-III	Project	Silver Oak villas-III
Sl. No.	Bill No.	Bill Date	Bill amount
1	21021	20/12/21	10,903/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			10,903/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	18000	20/12/21	–	□ 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:	10,903/-
Amount E – PO / WO value:	10,903/-
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	03/01/22

Remarks: Final Bill

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Janaki	[signature]					
Date	28/12/21	03/1/22					

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

ORIGINAL INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Silver Oak Villas LLP	Invoice No.	21021
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	Invoice Date.	20-12-2021
	PO No.	83125
	PO Date.	30-11-2021
	Req ID	71619
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Req Date	29-11-2021
	Loc Req No	183761

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7109 - Plumbing - other - Araldite - other - gms	3506	8	1155.00	9,240.00	18	1,663.20
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	9,240.00	1,663.20
	831.60	831.60	Total Invoice Amount	10,903.20	

Rupees : Ten Thousand Nine Hundred Three and Paise Twenty Only.

SUMMIT SALES LLP
IN WARD
No: 88663
Date: 20/12
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 01-12-2021 5:38:41 PM

83125
25.11.21 3:45:34

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			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	83125	183761
	Doc Date	30-11-2021	
	Quote No	NIL	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	29-11-2021	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7109 - Plumbing - other - Araldite - other - gms	8.00	1,155.00	0.00	18.00	10,903.20
				Total Order Value . . .		**10,903.20**

Rupees : Ten Thousand Nine Hundred Three and Paise Twenty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After delivery and production of bill
Tax	Included in the above prices
Delivery Date	With in a day
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penality For Delay	Nil
Transportation	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.above order for villa no- 101, 104, 105, 102, 103 door cladding purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For *Silver Oak Villas LLP*

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________

Date : __/__/____

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Requisition Form

Company Name:	Silver Oak Villas LLP-III	Date:	29-11-2021
Site & Phase :	Silver Oak Villas-III	Time:	15.00
Supplier		Req. No.	183761
Material required before date:	urgent	ID No.	71619

No	Description	Size	Quantity	Units	67818	Date
1	Araldite	500 grams	8	Nos		
2						
3						
4						
5	83125					
6						
7						
8						
9						
10						

Remarks: - For villa no. 101, 104, 105, 102, 103 door cladding

Prepared By	Ch. Pranavi	Approved by	APPROVED
Sign.& Date	29-11-2021	Sign. & Date	30 NOV 2021 P. PRABHAKAR Sr. MANAGER PURCHASE

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

DELIVERY CHALLAN

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy **GSTIN/UNI: 36ACQFS2044C1Z7**

Customer Details	DC No.	18000
Silver Oak Villas LLP	DC Date.	20-12-2021
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	PO No.	83125
	PO Date.	30-11-2021
	Req ID	71619
	Req Date	29-11-2021
GSTIN : 36ADBFS3288A2Z7	Loc Req No	183761

	Description of Goods	HSN/SAC	Qty
1	7109 - Plumbing - other - Araldite - other - gms	3506	8
2			
3			
4			
5			
6			
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29			
30			

INWARD WITH TIME:
Inward No: 1508 Dt: 20/12/21
MRN No: Dt:
Received By: Sign:
SILVER OAK VILLAS PART-III

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 76343
Date: 21/12
Sign: