(E)

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28/12/21	Prepared by:	Janaki
PO/WO no.	83804	PO / WO Date.	21/12/21
Supplier Name	Summit Sales LLP	PO/WO amount	2,094/-
Firm/Company	Silver Oak villas LLP	Project	Silver Oak villas
Sl. No.	Bill No.	Bill Date	Bill amount
1	21070	21/12/21	2,094/-
2	/	/	/
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,094/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	18030	21/12/21	100975	☑ 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:				2,094/-
Amount E – PO / WO value:				2,094/-
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	03/04/22
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Janaki						
Date	28/12/21						

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. 10,000/- 7. MD to approve all bills above 1,00,000/-

TAX INVOICE

Summit Sales LLP

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

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	
Silver Oak Villas LLP	
Sy No, 291, Phase IX, Cherlapally, Hyderabad	
GSTIN : 36ADBFS3288A2Z7	PAN ADBFS3288A

Invoice No.	21070
Invoice Date.	21-12-2021
PO No.	83804
PO Date.	21-12-2021
Req ID	72257
Req Date	21-12-2021
Loc Req No	156611

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	3108 - Chemicals - Damp Guard - NA - kgs		5	355.00	1,775.00	18	319.50
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	1,775.00	319.50
	159.75	159.75	Total Invoice Amount	2,094.50	

Rupees : Two Thousand Ninty Four and Paise Fifty Only.

SUMMIT SALES LLP
INWARD
No: 88740
Date: 21/12
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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.	18030
Silver Oak Villas LLP	DC Date.	21-12-2021
Sy No, 291, Phase IX, Cherlapally, Hyderabad	PO No.	83804
	PO Date.	21-12-2021
	Req ID	72257
GSTIN : 36ADBFS3288A2Z7	Req Date	21-12-2021
	Loc Req No	156611

	Description of Goods	HSN/SAC	Qty
1	3108 - Chemicals - Damp Guard - NA - kgs		5
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
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INWARD WITH TIME: 16:00
Inward No: 16095 Dt: 21/12/21
MRN No:
Received By: Sign
SILVER OAK VILLAS LLP

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 76380
Date: 22/12
Sign:

for Summit Sales LLP

Authorised signatory

Purchase Order

 21-12-2021 15:07:34

83804

5:35:00

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**	83804	156611
	Doc Date	21-12-2021	
	Quote No	NIL	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	21-12-2021	
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	3108 - Chemicals - Damp Guard - NA - kgs	5.00	355.00	0.00	18.00	2,094.50
					Total Order Value . . .	**2,094.50**

Rupees : Two Thousand Ninty Four and Paise Fifty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	On complete delivery of all maerials only.
Tax	Inclusive of all GST 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 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 Cstomer complaints 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 : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP	Date:	21-12-2021
Site & Phase :	Silver Oak Villas	Time:	10.00
Supplier		Req. No.	156611
Material required before date:	Urgent	ID No.	72257

No	Description	Size	Quantity	Units	Inward No	Date
1	Damp guard		5	liters		
2						
3						
4						
5	83804					
6						
7						
8						
9						
10						

Remarks: -For customer complaints

Prepared By	Ch.Pranavi	Approved by	
Sign.& Date	21-12-2021	Sign. & Date	3/1/22

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