

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	07/01/22	Prepared by:	Ch. Pranavi
PO/WO no.	83604	PO / WO Date.	14-12-2021
Supplier Name	Summit sales LLP	PO/WO amount	5,935.40/-
Firm/Company	Silver Oak villas LLP	Project	SOV-11.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	21059	21-12-2021	4,460.40/-
2.			
3.			

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

4,460/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	18019	83604	100985.	☒ Yes ☐ No
2.				☒ Yes ☐ No
3.				☒ Yes ☐ No
4.				☒ Yes ☐ No

Amount B – Other Credits : Hamali charges

Amount C – Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier:

4,460/-

Amount E – PO / WO value:

5935/-

Amount F – Difference (A – E):

1475/-

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

18/01/22

Remarks:

Final Bill.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date							

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 07-01-2022

Customer Details					Invoice No.		21059	
Silver Oak Villas LLP					Invoice Date.		21-12-2021	
GSTIN : 36ADBFS3288A2Z7					PO Date.		14-12-2021	
					Req ID		72037	
					Req Date		13-12-2021	
					Loc Req No		183781	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt	
1	4613 - Electrical - other - Metal box - 2way - nos	85365020	100	25.00	2,500.00	18	450.00	
2	2056 - Carpentry - hardware - Bombay Nails - 3 In -	7317	10	80.00	800.00	18	144.00	
3	6517 - Paints - Black oxide powder - NA - kgs	3102	6	80.00	480.00	18	86.40	
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
IGST		CGST	SGST	Total Taxable Amount		3,780.00	680.40	
		340.20	340.20	Total Invoice Amount		4,460.40		

Rupees : Four Thousand Four Hundred Sixty and Paise Fourty Only.

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

In, ~~CE~~

Purchase Order

Page(s) 1 Of 1

15-12-2021 11:30:23 AM



83604

15.12.21 11:27:15

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

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	83604	183781
Doc Date	14-12-2021	
Quote No	NIL	
Quote Date	13-12-2021	
SupplyType	Supply	

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4613 - Electrical - other - Metal box - 2way - nos	150.00	25.00	0.00	18.00	4,425.00
2 2056 - Carpentry - hardware - Bombay Nails - 3 In - kgs	10.00	80.00	0.00	18.00	944.00
3 6517 - Paints - Black oxide powder - NA - kgs	6.00	80.00	0.00	18.00	566.40
Total Order Value . . .					5,935.40

Rupees : Five Thousand Nine Hundred Thirty Five and Paise Fourty Only.

Terms and Conditions :-**Specification /** All items Sl.no.1 to 12 shall be of 'Wipro' brand,**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** Transport cost shall be borne by us.**Warranty** 10 years warranty.**Advance Paid** Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. Payment as per actual receipt of material. Above order for Site use purpose.

Completion Date Nil**Measurment** Nil**Security** Nil

Remarks Original invoice + Copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.

Part-Bill received of Rs. 4,000/-
B.no: 21059 and Bal. Bill to be
21/12/21 received.
21/12/21

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 Villa LLP -III	Date:	13-12-2021
Site & Phase :	Silver Oak Villas-III	Time:	11.43
Supplier		Req. No.	183781
Material required before date:	urgent	ID No.	72037

No	Description	Size	Quantity	Units	Inward No	Date
1	2-model metal box		150	Nos		
2	Bombay nails	3"	10	Kg		
3	Black oxide		6	Nos		
4						
5						
6						
7						
8						
9						
10						

Remarks: - For site use purpose

Prepared By	Ch.Pranavi	Approved by	
Sign.& Date	13-12-2021	Sign. & Date	

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



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

1 of 1 : 07-01-2022

Customer Details		DC No.	18019
Silver Oak Villas LLP		DC Date.	21-12-2021
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd		PO No.	83604
		PO Date.	14-12-2021
		Req ID	72037
		Req Date	13-12-2021
GSTIN : 36ADBFS3288A2Z7		Loc Req No	183781
	Description of Goods	HSN/SAC	Qty
1	4613 - Electrical - other - Metal box - 2way - nos	85365020	100
2	2056 - Carpentry - hardware - Bombay Nails - 3 In - kgs	7317	10
3	6517 - Paints - Black oxide powder - NA - kgs	3102	6
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INWARD WITH TIME:	
Inward No: 1509	Dt: 21-12-21
MRN No:	Dt:
Received By:	Sign:
SILVER OAK VILLAS PART-III	

for Summit Sales LLP



Authorised signatory

Subject to Hyderabad Jurisdiction