PURCHASE DIVISION

Advice for approval for credit to supplier

(E)

Date:	21/12/21	Prepared by:	Sneha.
PO/WO no.	82992	PO / WO Date.	25/11/21
Supplier Name	Gautham Enterprises	PO/WO amount	2,349.97 /-
Firm/Company	Silver oak villas llp	Project	SOV part - II
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1438	29/11/21	2,350 /-
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,350 /-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	1438	29/11/21	99855	☑ 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:	2,350 /-
Amount E – PO / WO value:	2,349.97 /-
Amount F – Difference (A – E):	–
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:	Sneha		APPROVED 31 DEC 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date	21/12/21						

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. 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/-

(ORIGINAL FOR RECIPIENT)

TAX INVOICE

Gautham Enterprises
1-10-98/19, Vallabh Nagar Begumpet, Secunderabad
Pin-500016 Ph.27763763,40211963
GSTIN/UIN: 36ADIPA9683N1ZW
State Name : Telangana, Code : 36
E-Mail : gautham_entps2424@yahoo.com

Invoice No. **1438**	Dated **29-Nov-21**
Delivery Note	Mode/Terms of Paymer
Reference No. & Date.	Other References **Vechile No: TS10UB564**
Buyer's Order No. **Po no: 82992 dt: 25/11/21**	Dated **29-Nov-21**
Dispatch Doc No.	Delivery Note Date
Dispatched through **Mr.Vamshi**	Destination
Terms of Delivery	

Consignee (Ship to)
Silver Oak Villas LLP
HYDERABAD
GSTIN/UIN : 36ADBFS3288A2Z7
State Name : Telangana, Code : 36

Buyer (Bill to)
Silver Oak Villas LLP
HYDERABAD
GSTIN/UIN : 36ADBFS3288A2Z7
State Name : Telangana, Code : 36

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate (Incl. of Tax)	Rate	per	Disc. %	Amount
1	**Nescafe Signature Premix**	21011200	18 %	**5 kg**	470.01	398.31	kg		**1,991.55**
	CGST Output - 9%					9 %			**179.24**
	SGST Output - 9%					9 %			**179.24**
	Less : ***Rounded Off***								**(-)0.03**
	Total			**5 kg**					**₹ 2,350.00**

Amount Chargeable (in words)
INR Two Thousand Three Hundred Fifty Only

E. & O.E

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
21011200	1,991.55	9%	179.24	9%	179.24	358.48
Total	**1,991.55**		**179.24**		**179.24**	**358.48**

Tax Amount (in words) : **INR Three Hundred Fifty Eight and Forty Eight paise Only**

Company's Bank Details
Bank Name : **Union Bank of India**
A/c No. : **022231043001908**
Branch & IFS Code : **Ameerpet Br & UBIN0802221**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for Gautham Enterprises

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

INWARD WITH TIME:
Inward No: 1445 Dt: 29/11/21
MRN No: 99855 Dt: 30/11/21
Received By: BLole Sign:
SILVER OAK VILLAS PART-III

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 87857
Date: 11/12
Sign:

Purchase Order

 25-11-2021 14:40:54 Origi

82992
23.11.21 11:49:58

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			
Gautham Enterprises	**Doc No**	82992	183752
Shop No. 1-10-98/19, Begumpet, behind Panthalooms,Sec-Bad	**Doc Date**	25-11-2021	
	Quote No	Nil	
GSTIN 36ADIPA9683N12W NA	**Quote Date**	25-11-2021	
2776-3763 / 6633-8763 9848035963	**SupplyType**	Supply	

Kind Attn : Mr.Venkatesh Goud / Mrs. Saritha

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4011 - Consumables - Coffee Powder - NA - kgs	5.00	398.30	0.00	18.00	2,349.97
					Total Order Value . . .	**2,349.97**

Rupees : Two Thousand Three Hundred Fourty Nine and Paise Ninty Seven Only.

Terms and Conditions :-

Specification /	Brand is Cafe desire
Payment Terms	After delivery
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 is for Site refreshment purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Silver Oak Villas LLP***
Authorised Signatory

Name : 27/11/2021

Contact

Accepted the above Terms And Conditions
For ***Gautham Enterprises***

Name : ____________

Date : __/__/____

Requisition Form 1463

Company Name:	Silver Oak Villas LLP-III	Date:	24-11-2021
Site & Phase :	Silver Oak Villas-III	Time:	15.00
Supplier		Req. No.	183752
Material required before date:	30-11-21	ID No.	71470

No	Description	Size	Quantity	Units	Inward Number	Date
1	Coffee powder	Std	05	Nos		
2						
3						
4						
5						
6						
7						
8						
9						
10						

8292

Remarks: - For customers and site refreshment purpose

APPROVED
27 NOV 2021
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	B.Meenakshi	Approved by	
Sign.& Date	24-11-2021	Sign. & Date	

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