PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	17/1/22	Prepared by	T.D. Mani	Serial no.	115[illegible]
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	SOV LLP	Project	SOV - IX	HO received date	
PO/WO date	10/1/22	PO/WO No.	84377	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21478	13/1/22	3540-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3540-00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	102217	Proof of delivery matches MRN	☑ 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:	3,540-00
Amount E – PO / WO value:	3,540-00
Amount F – Difference (A – E):	–
Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Part received
Close PO / WO	☑ Yes □ No – wait for balance material □ Other
Payment – due date	24/1/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	T.D. Mani				
Sign:	[signature]				
Date	17/1/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
17 JAN 2022
MINISH PARIKH
MANAGER PROCUREMENT

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

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	Invoice No.	21478
Silver Oak Villas LLP	Invoice Date.	13-01-2022
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	PO No.	84377
	PO Date.	10-01-2022
	Req ID	72740
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Req Date	07-01-2022
	Loc Req No	183845

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	2105 - Carpentry - hardware - Holdfast - other - kgs	7302	50	60.00	3,000.00	18	540.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	3,000.00		540.00
	270.00	270.00	Total Invoice Amount	3,540.00		

Rupees : Three Thousand Five Hundred Fourty Only.

for Summit Sales LLP

SUMMIT SALES LLP IN WARD No: 8963 9 Date: 13/01 Sign: R.R. DIST.

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 11-01-2022 12:01:04 PM Or

84377
08.01.22 11:42:53

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	**Doc No**	84377	183845
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	10-01-2022	
	Quote No	NIL	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	07-01-2022	
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	2105 - Carpentry - hardware - Holdfast - other - kgs	50.00	60.00	0.00	18.00	3,540.00
					Total Order Value . . .	**3,540.00**

Rupees : Three Thousand Five Hundred Fourty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Included in above prices.
Delivery Date	Within 7 days
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penality For Delay	Nil
Transportation	Included by us.
Warranty	1 year company warranty
Advance Paid	Nil
Other Terms	We reserve the rights to reject items not confirming to quality and specifications. Above order for door frames fixing 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 invoices must be sent to HO office or purchase site office. Proof of delivery /DC can be sent by email.

For *Silver Oak Villas LLP*
Authorised Signatory

Name : 11/01/2022

Accepted the above Terms And Conditions
For *Summit Sales LLP*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:		Silver Oak Villas LLP-III	Date:			07-01-2022	
Site & Phase :		Silver Oak Villas-III	Time:			15.00	
Supplier			Req. No.			183845	
Material required before date:		11/01/2022	ID No.			72740	

No	Description	Size	Quantity	Units	Inward no	Date
1	Holdfasts		50	kgs		
2						
3						
4						
5	84377.					
6						
7						
8						
9						
10						

Remarks: - For Door frames Fixing purpose

Prepared By	G.Chandrakanth	Approved by	
Sign.& Date	07-01-2022	Sign. & Date	

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

APPROVED
11 JAN 2022
MINISH PARIKH
MANAGER PROCUREMENT

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		
Silver Oak Villas LLP	DC No.	18394
Silver Oak Villas Part III, Sy. No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	DC Date.	13-01-2022
	PO No.	84377
	PO Date.	10-01-2022
	Req ID	72740
GSTIN : 36ADBFS3288A2Z7	Req Date	07-01-2022
	Loc Req No	183845

	Description of Goods	HSN/SAC	Qty
1	2105 - Carpentry - hardware - Holdfast - other - kgs	7302	50
2			
3			
4			
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6			
7			
8			
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11			
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INWARD WITH TIME:

Inward No: 1570 Dt: 13/1/22

MRN No: 10221 Dt: 13/1/22

Received By: Sign:

SILVER OAK VILLAS PART-III

SUMMIT SALES LLP
IN WARD
No: 76924
Date: 14/01
Sign: L
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction