

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 18/1/22		Prepared by: T.D. N. Mungu		Serial no. 1156
Supplier name: Summit Sales Ltd		HO inward no.		
Firm/Company: Govt	Project: Govt	HO received date		
PO/WO date: 5/1/22	PO/WO No. 84260	Scan ID.		

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21423	10/1/22	6,170 - 00	☐ Yes ☐ No
2.			1	☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 6,170 - 00	
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 102092	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: 6,170 - 00	
Amount E – PO / WO value: 6,170 - 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. N. Mungu				
Sign:					
Date	17 JAN 2022				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

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

1 of 1 :

Customer Details				Invoice No.	21423		
Silver Oak Villas LLP				Invoice Date.	10-01-2022		
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd				PO No.	84260		
				PO Date.	05-01-2022		
				Req ID	72614		
				Req Date	01-01-2022		
				Loc Req No	183832		
GSTIN : 36ADBFS3288A2Z7				PAN ADBFS3288A			
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4782 - Electrical - wires - A1 service Wire - 7/20 - 3 bundles	85446020	300	17.43	5,229.00	18	941.22
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST	SGST	Total Taxable Amount	
				470.61	470.61	Total Invoice Amount	
					5,229.00		941.22
					6,170.22		
Rupees : Six Thousand One Hundred Seventy and Paise Twenty Two Only.							

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order

Page(s) 1 Of 1

05-01-2022 3:21:19 PM



5:44:07

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	84260	183832
Doc Date	05-01-2022	
Quote No	NIL	
Quote Date	01-01-2022	
SupplyType	Supply	

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4782 - Electrical - wires - A1 service Wire - 7/20 - mts 3 bundles	300.00	17.43	0.00	18.00	6,170.22
Total Order Value . . .					6,170.22

Rupees : Six Thousand One Hundred Seventy and Paise Twenty Two Only.

Terms and Conditions :-

Specification / All items shall be of "Gloster" brand, FRLSH grade.

Payment Terms Within 30 days of delivery.

Tax GST included in above price.

Delivery Date Within 3 days

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 Nil

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. 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.

For **Silver Oak Villas LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Date : __/__/__

Requisition Form

Company Name:		Silver Oak Villas LLP -III		Date:		01-01-2022	
Site & Phase :		Silver Oak Villas-III		Time:		10.00	
Supplier				Req. No.		183832	
Material required before date:			Urgent		ID No.		72614
No	Description		Size	Quantity	Units	Inward No	Date
1	Aluminium 7/20 service wire			03	Bundle		
2							
3							
4							
5							
6							
7							
8							
9							
10							
Remarks: -For site purpose							
Prepared By		Ch. Pranavi		Approved by			
Sign.& Date		01-01-2022		Sign. & Date			

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

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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

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 - 10-01-2022

Customer Details

Silver Oak Villas LLP

Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd

GSTIN : 36ADBFS3288A2Z7

DC No.	18352
DC Date.	10-01-2022
PO No.	84260
PO Date.	05-01-2022
Req ID	72614
Req Date	01-01-2022
Loc Req No	183832

Description of Goods

HSN/SAC

Qty

85446020

300

1 4782 - Electrical - wires - Al service Wire - 7/20 - mts

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In And	1589	Date	11/1/22
Bill No	102092	Date	11/1/22
Received by:		Sign:	
SILVER OAK VILLAS PART III			

for Summit Sales LLP

Subject to Hyderabad Jurisdiction



Authorised signatory