PURCHASE DIVISION
Advice for approval for credit to supplier

114

Date:	17/1/22	Prepared by	T.D. Npuring	Serial no.	114
Supplier name	Summit Sales Llp			HO inward no.	
Firm/Company	SOO Llp	Project	SOO - IX	HO received date	
PO/WO date	29/12/21	PO/WO No.	84085	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21275	31/12/21	18,771-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	18,771-00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	101556	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:	18,771-00
Amount E – PO / WO value:	18,771-00
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. Npuring				
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

ORIGINAL INVOICE

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Silver Oak Villas LLP	Invoice No.	21275
Sy No, 291, Phase IX, Cherlapally, Hyderabad	Invoice Date.	31-12-2021
	PO No.	84085
	PO Date.	29-12-2021
	Req ID	72492
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Req Date	28-12-2021
	Loc Req No	156613

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7310 - Plumbing - sanitary - Sink - other - nos	73241	6	2629.00	15,774.00	18	2,839.32
2	7284 - Plumbing - PVC - Waste Pipe - other - nos	3917	6	22.23	133.38	18	24.00
3							
4							
5							
6							
7							
8							
9							
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11							
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IGST	CGST	SGST				
			Total Taxable Amount	15,907.38		2,863.32
	1,431.66	1,431.66	Total Invoice Amount	18,770.71		

Rupees : Eighteen Thousand Seven Hundred Seventy and Paise Seventy One Only.

for Summit Sales LLP

SUMMIT SALES LLP
IN WARD
No: 89155
Date: 31/12
Sign:
R.R. DIST.

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

84085

 30-12-2021 16:08:48 O

5:44:06

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**	84085	156613
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	29-12-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	29-12-2021	
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	7310 - Plumbing - sanitary - Sink - other - nos	6.00	2,629.00	0.00	18.00	18,613.32
2	7284 - Plumbing - PVC - Waste Pipe - other - nos	6.00	22.23	0.00	18.00	157.39
					Total Order Value . . .	**18,770.71**

Rupees : Eighteen Thousand Seven Hundred Seventy and Paise Seventy One Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Within 7 days
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	Transport cost shall be borne by us
Warranty	Min. 20 years on glossy finish.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for V.no 99-2A,99-2B, 99-3A, 99-3B, 99-4A, 99-4B 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 deli vary /DC can be sent by email.

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:	28-12-2021
Site & Phase :	Silver Oak Villas	Time:	10.00
Supplier		Req. No.	156613
Material required before date:	30-12-21	ID No.	72492

No	Description	Size	Quantity	Units	Inward No	Date
1	SS Sink		06	Nos		
2	Sink Waste coupling		06	Nos		
3	Waste pipe		06	Nos		
4						
5	84085					
6						
7						
8						
9						
10						

Remarks: -For Flat no 99-2A,99-2B,99-3A,99-3B,99-4A,99-4B

Prepared By	B.Meenakshi	Approved by	APPROVED
Sign.& Date	28-12-2021	Sign. & Date	04 JAN 2022 P. PRABHAKAR Sr. MANAGER PURCHASE

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

Company Name:	Silver Oak Villas LLP	Date:	21.02.2020
Site & Phase :	Silver Oak Villas	Time:	12.00
Supplier		Req. No.	
Material required before date:		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						

Remarks: -For Level markings and plastering purpose

Prepared By	G.Mona	Approved by	
Sign.& Date	21.02.2020	Sign. & Date	

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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details

Silver Oak Villas LLP

Sy No. 291, Phase IX, Cherlapally, Hyderabad

GSTIN : 36ADBFS3288A2Z7

DC No	18204
DC Date	31-12-2021
PO No	84085
PO Date	29-12-2021
Req ID	72492
Req Date	28-12-2021
Loc Req No	156613

	Description of Goods	HSN/SAC	Qty
1	7310 - Plumbing - sanitary - Sink - other - nos	73241	6
2	7284 - Plumbing - PVC - Waste Pipe - other - nos	3917	6
3			
4			
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16110 Dt: 31/12/21

MRN No: 10155 6 Dt: 3/1/22

Received By: Sign:

SILVER OAK VILLAS LLP

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP

INWARD No: 76649 Date: 3/01 Sign:

R.R. DIST.