

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 20/1/22		Prepared by: T.D. N. P. N.		Serial no. 1182	
Supplier name: Summit Sales Rep				HO inward no.	
Firm/Company: SDR Rep		Project: SDR - 1X		HO received date	
PO/WO date: 14/1/22		PO/WO No. 8450		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21595	19/1/22	1,529-00	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 1,529-00

Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.: 102316	Proof of delivery matches MRN: ☒ Yes ☐ No
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Amount B – Other Credits : Transportation charges: -

Amount C – Other Debits : -

Amount D (D=A+B-C) – Amount to be credited to the supplier: 1,529-00

Amount E – PO / WO value: 1,529-00

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. P. N.				
Sign:					
Date	20/1/22	MINISH PARIKH			
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

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

1 of 1 :

Customer Details				Invoice No.		21595	
Silver Oak Villas LLP Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd GSTIN : 36ADBFS3288A2Z7							

Subject to Hyderabad Jurisdiction



for Summit Sales LLP


 Authorised signatory

Purchase Order

Page(s) 1 Of 1

14-01-2022 11:47:10



84510

08.01.22 11:50:01

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, II nd 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	84510	183854
Doc Date	14-01-2022	
Quote No	Nil	
Quote Date	14-01-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4041 - Consumables - Mopping stick - NA - nos	6.00	128.00	0.00	18.00	906.24
2 4014 - Consumables - Colin - 500ml - nos	6.00	88.00	0.00	18.00	623.04
Total Order Value . . .					1,529.28

Rupees : One Thousand Five Hundred Twenty Nine and Paise Twenty Eight 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** 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** Nil**Advance Paid** Nil**Other Terms** We reserve the right to reject items not conforming to quality and specifications. Above order for Site office 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

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		Silver Oak Villas LLP -III		Date:		12-01-22	
Site & Phase :		Silver Oak Villas-III		Time:		10.00	
Supplier				Req. No.		183854	
Material required before date:			Urgent		ID No.		72918

No	Description	Size	Quantity	Units	Inward No	Date
1	Mopping sticks		6	Nos		
2	Colin		6	Nos		
3	84510					
4						
5						
6						
7						
8						
9						
10						

Remarks: -For cleaning purpose

Prepared By		Ch. Pranavi		Approved by			
Sign.& Date		12-01-2022		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

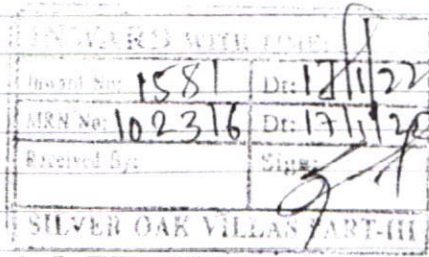
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 17-01-2022

Customer Details		DC No.	18429
Silver Oak Villas LLP		DC Date.	17-01-2022
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd		PO No.	84510
		PO Date	14-01-2022
		Req ID	72918
		Req Date	12-01-2022
		Loc Req No	183854
GSTIN : 36ADBFS3288A2Z7			
	Description of Goods	HSN/SAC	Qty
1	4041 - Consumables - Mopping stick - NA - nos	9603	6
2	4014 - Consumables - Colin - 500ml - nos	3402	6
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for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

