PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	20/1/22	Prepared by	T.D. Nguiny	Serial no.	1481
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	SDVLLP	Project	SDV-IX	HO received date	
PO/WO date	29/12/21	PO/WO No.	84042	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21225	30/12/21	3,128-00	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,128-00
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	101464	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:	3,128-00
Amount E – PO / WO value:	3,279-00
Amount F – Difference (A – E):	-151-00
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: Final bill received.	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	T.D. Nguiny				
Sign:	[signature]				
Date	20/1/22				
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

Customer Details		
Silver Oak Villas LLP	Invoice No.	21225
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	Invoice Date.	30-12-2021
	PO No.	84042
	PO Date.	29-12-2021
	Req ID	72423
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Req Date	23-12-2021
	Loc Req No	183801

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4065 - Consumables - Vim bar - NA - nos	3405	3	45.00	135.00	18	24.30
2	4014 - Consumables - Colin - 500ml - nos	3402	6	88.00	528.00	18	95.04
3	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	5	76.00	380.00	18	68.40
4	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6	52.00	312.00	18	56.16
5	4000 - Consumables - Acid - NA - ltrs	2806	12	21.00	252.00	18	45.36
6	4001 - Consumables - Air Freshner - NA - nos Odonil	3307	6	45.00	270.00	18	48.60
7	4001 - Consumables - Air Freshner - NA - nos Room freshners	3307	3	86.00	258.00	18	46.44
8	4022 - Consumables - Dettol - NA - nos	3401	6	86.00	516.00	18	92.88
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	2,651.00	477.18
	238.59	238.59	Total Invoice Amount	3,128.18	

Rupees : Three Thousand One Hundred Twenty Eight and Paise Eighteen Only.

SUMMIT SALES LLP
IN WARD
No: 89686
Date: 31/12
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 29-12-2021 15:11:21

84042

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**	84042	183801
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	4059 - Consumables - Surf Detergent Powder - NA - kgs	6.00	24.00	0.00	5.00	151.20
2	4065 - Consumables - Vim bar - NA - nos	3.00	45.00	0.00	18.00	159.30
3	4014 - Consumables - Colin - 500ml - nos	6.00	88.00	0.00	18.00	623.04
4	4035 - Consumables - Harpic - Cleaner - 500ml - nos	5.00	76.00	0.00	18.00	448.40
5	4046 - Consumables - Phinyle - 1Ltr - nos	6.00	52.00	0.00	18.00	368.16
6	4000 - Consumables - Acid - NA - ltrs	12.00	21.00	0.00	18.00	297.36
7	4001 - Consumables - Air Freshner - NA - nos *Odonil*	6.00	45.00	0.00	18.00	318.60
8	4001 - Consumables - Air Freshner - NA - nos *Room freshners*	3.00	86.00	0.00	18.00	304.44
9	4022 - Consumables - Dettol - NA - nos	6.00	86.00	0.00	18.00	608.88
					Total Order Value . . .	**3,279.38**

Rupees : Three Thousand Two Hundred Seventy Nine and Paise Thirty 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
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil

1) Part Bill received of Rs. 157/- B.No: 21480 and Bal. Bill to be received. 14/1/22

2) Final bill received 19/1/22

For ***Silver Oak Villas LLP***

Authorised Signatory

30/12/2021

Name : ______

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______

Date : __/__/__

Purchase Order

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

Name : 30/12/2021

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP-III	Date:	23-12-2021
Site & Phase :	Silver Oak Villas-III	Time:	15.00
Supplier		Req. No.	183801
Material required before date:	urgent	ID No.	72423

No.	Description	Size	Quantity	Units	67818	Date
1	Surf		15	Packets		
2	Soap		10	Nos		
3	Colins		6	Nos		
4	Harphic		10	Nos		
5	Phynioil		10	Nos		
6	Acids		12	Nos		
7	Room freshner		03	NOs		
8	Air pockets		06	Nos		
9	Hand wash		06	Nos		
10						

8 HOUR

Remarks: - For cleaning purpose

Prepared By	Ch.Pranavi	Approved by	
Sign.& Date	23-12-2021	Sign. & Date	

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

APPROVED
30 DEC 2021
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	DC No.	18154
Silver Oak Villas LLP	DC Date.	30-12-2021
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	PO No.	84042
	PO Date.	29-12-2021
	Req ID	72423
GSTIN : 36ADBFS3288A2Z7	Req Date	23-12-2021
	Loc Req No	183801

	Description of Goods	HSN/SAC	Qty
1	4065 - Consumables - Vim bar - NA - nos	3405	3
2	4014 - Consumables - Colin - 500ml - nos	3402	6
3	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	5
4	4046 - Consumables - Phinyle - 1Ltr - nos	2907	6
5	4000 - Consumables - Acid - NA - ltrs	2806	12
6	4001 - Consumables - Air Freshner - NA - nos	3307	6
7	4001 - Consumables - Air Freshner - NA - nos	3307	3
8	4022 - Consumables - Dettol - NA - nos	3401	6
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21			
22			
23			
24	INWARD WITH TIME: 13:00		
25	Inward No: 1530 Dt: 30/12/21		
26	101464 MRN No: [illegible] Dt: 30/12/21		
27	Received By:		
28			
29	SILVER OAK VILLAS PART-III		
30			

for Summit Sales LLP

SUMMIT SALES LLP R.R. DIST. IN WARD No: 76578 Date: 31/12 Sign: L

Authorised signatory

Subject to Hyderabad Jurisdiction