

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 21/1/22		Prepared by: T.D. N. Muneey		Serial no. - - 1578	
Supplier name: Soumit Sales Lep				HO inward no.	
Firm/Company: Sou Lep		Project: Sou - 1x		HO received date	
PO/WO date: 18/1/22		PO/WO No. 84680		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21553	18/1/22	808 - 00	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A - Bills total (Excluding Transport & Hamali Charges):			808
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.: 102381	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:			808 - 00
Amount E - PO / WO value:			808 - 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	MD	Accountant	Accounts Manager
Name:	T.D. N. Muneey				
Sign:					
Date	21/1/22				
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

1 of 1 :

Customer Details				Invoice No.	21553		
Silver Oak Villas LLP				Invoice Date.	18-01-2022		
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd				PO No.	84630		
				PO Date.	18-01-2022		
				Req ID	72731		
				Req Date	07-01-2022		
				Loc Req No	183839		
GSTIN : 36ADBFS3288A2Z7				PAN ADBFS3288A			
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7663 - Stationery -other - Executive bag - NA - nos	4202	1	685.00	685.00	18	123.30
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
	IGST	CGST	SGST	Total Taxable Amount	685.00		123.30
		61.65	61.65	Total Invoice Amount	808.30		
Rupees : Eight Hundred Eight and Paise Thirty Only.							

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order



84630
08.01.22 11:50:03

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18-Jan-22 1:17:07 PM

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	84630	183839
Doc Date	18-01-2022	
Quote No	Nil	
Quote Date	18-01-2022	
SupplyType	Supply	

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7663 - Stationery -other - Executive bag - NA - nos	1.00	685.00	0.00	18.00	808.30
Total Order Value . . .					808.30

Rupees : Eight Hundred Eight and Paise Thirty Only.

Terms and Conditions :-

Specification / Brand HP 15.6 Inches expandable laptop bag.

Payment Terms After Delivery & Production of bill

Tax Included in the above prices

Delivery Date With in a 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 Cost Nil

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications, damages if any in suppliers account Ravi, 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 :

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : __/__/__

Requisition Form

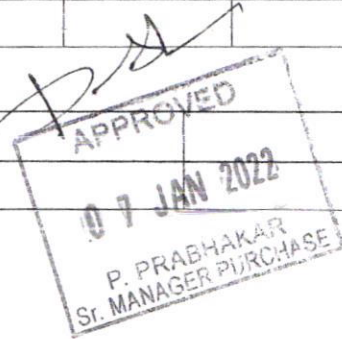
Silver Oak Villas LLP-III		Date:	07-01-2022	
Silver Oak Villas-III		Time:	15.00	
		Req. No.	183839	
Material required before date:		12/01/2022	ID No.	72731

No	Description	Size	Quantity	Units	Inward no	Date
1	Executive Bags		1	No's		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: - For documents sending purpose(Ravi sir 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.



DELIVERY CHALLAN

Summit Sales LLP

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

Email: purchase@modiproperties.com

1 of 1 : 18-01-2022

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		DC No.	18462
Silver Oak Villas LLP		DC Date.	18-01-2022
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd		PO No.	84630
		PO Date.	18-01-2022
		Req ID	72731
		Req Date	07-01-2022
GSTIN : 36ADBFS3288A2Z7		Loc Req No	183839
Description of Goods		HSN/SAC	Qty
1	7663 - Stationery -other - Executive bag - NA - nos	4202	1
2			
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1588

18/1/22

102381

19/1/22

Received by:

Sign:

SILVER OAK VILLAS PART-III

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

