PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	21/1/22	Prepared by	T.D. Nkuing	Serial no.	1623
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	SOOLLP	Project	SOO - IX	HO received date	
PO/WO date	14/1/22	PO/WO No.	84523	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21543	18/1/22	1,274-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,274-00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	102379	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:	1,274-00
Amount E – PO / WO value:	1,274-00
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. Nkuing				
Sign:	[signature]				
Date	21/1/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED 21 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.	21543
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	Invoice Date.	18-01-2022
	PO No.	84523
	PO Date.	14-01-2022
	Req ID	72917
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Req Date	12-01-2022
	Loc Req No	183853

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	2147 - Carpentry - hardware - Pad Lock - NA - nos		12	90.00	1,080.00	18	194.40
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	1,080.00	194.40
	97.20	97.20	Total Invoice Amount	1,274.40	

Rupees : One Thousand Two Hundred Seventy Four and Paise Fourty Only.

SUMMIT SALES LLP IN WARD No: 89779 Date: 18/01 Sign: R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 17-01-2022 10:42:46 AM Orig 84523

08.01.22 11:50:02

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**	84523	183853
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	14-01-2022	
	Quote No	NIL	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	12-01-2022	
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	2147 - Carpentry - hardware - Pad Lock - NA - nos	12.00	90.00	0.00	18.00	1,274.40
					Total Order Value . . .	**1,274.40**

Rupees : One Thousand Two Hundred Seventy Four and Paise Fourty 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
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order For site use Purpose
Completion Date	Nil
Measurment	nill
Security	Nil
Remarks	

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 -III	Date:	12-01-22
Site & Phase :	Silver Oak Villas-III	Time:	10.00
Supplier		Req. No.	183853
Material required before date:	Urgent	ID No.	72917

No	Description	Size	Quantity	Units	Inward No	Date
1	Pad locks	Std	12	Nos		
2						
3						
4						
5						
6	84523					
7						
8						
9						
10						

Remarks: -For site use 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

Customer Details	DC No.	18452
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.	84523
	PO Date.	14-01-2022
	Req ID	72917
GSTIN : 36ADBFS3288A2Z7	Req Date	12-01-2022
	Loc Req No	183853

	Description of Goods	HSN/SAC	Qty
1	2147 - Carpentry - hardware - Pad Lock - NA - nos		12
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
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1586 18/1/22
GRN No: 162379 Dt: 18/1/2022
Received By: Sign:
SILVER OAK VILLA PART-III

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 22061 Date: 21/01 Sign: