PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	21/1/22	Prepared by	T.D. Nguing	Serial no.	...1625
Supplier name	Summit Sales Ltd			HO inward no.	
Firm/Company	SOWA	Project	SOV I & II	HO received date	
PO/WO date	10/1/22	PO/WO No.	84347	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21405	10/1/22	10,294-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	10,294-00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	102066	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:	10,294-00
Amount E – PO / WO value:	10,294-00
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. Nguing	APPROVED			
Sign:	[signature]	21 JAN 2022			
Date	21/1/22	MINISH PARIKH MANAGER PROCUREMENT			
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 ORIGINAL INVOICE

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 **PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7**

Customer Details		
Silver Oak Welfare Association	Invoice No.	21405
silver oak villas 1 &2, cherllapally ,hyderabad	Invoice Date.	10-01-2022
	PO No.	84347
	PO Date.	10-01-2022
	Req ID	71023
GSTIN : 36 PAN .	Req Date	09-11-2021
	Loc Req No	191007

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	3528 - Computers and Peripherals - Wireless Router - TP Link router	85176990	2	4362.00	8,724.00	18	1,570.32
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	8,724.00	1,570.32
	785.16	785.16	Total Invoice Amount	10,294.32	

Rupees : Ten Thousand Two Hundred Ninty Four and Paise Thirty Two Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 89538 Date: 10/01 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

84347
08.01.22 11:42:53

 10-Jan-22 10:39:29 AM

From Company : **Silver Oak Welfare Association**

.

G S T No. : .

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	84347	191007
	Doc Date	10-01-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	10-01-2022	
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	3528 - Computers and Peripherals - Wireless Router - NA - nos *TP Link router*	2.00	4,362.00	0.00	18.00	10,294.32
					Total Order Value . . .	**10,294.32**

Rupees : Ten Thousand Two Hundred Ninty Four and Paise Thirty Two Only.

Terms and Conditions :-

Specification / Brand	TP Link router
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Silver Oak Villas I & II . Phone. .
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	1 yr
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. above order for Site ,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 Welfare Association***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Silver Oak welfare Association	Date:	09-11-2021
Site & Phase :	Silver Oak Villas I & II	Time:	13.00
Supplier		Req. No.	191007
Material required before date:	15-11-21	ID No.	11023

No	Description	Size	Quantity	Units	Inward No	Date
1	Tp Link router		02	Nos		
2	Wifi Rrepeaters		02	Nos		
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: -For Streetlights cameras purpose

Prepared By	B.Meenakshi	Approved by	APPROVED 09 NOV 2021
Sign.& Date	09-11-2021	Sign. & Date	P. PRABHAKAR Sr. MANAGER PURCHASE

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.	18334
Silver Oak Welfare Association	DC Date.	10-01-2022
silver oak villas 1 &2, cherllapally ,hyderabad	PO No.	84347
	PO Date.	10-01-2022
	Req ID	71023
GSTIN : 36	Req Date	09-11-2021
	Loc Req No	191007

	Description of Goods	HSN/SAC	Qty
1	3528 - Computers and Peripherals - Wireless Router - NA - nos	85176990	2
2			
3			
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24	INWARD WITH TIME:		
25	Inward No: 100006 Dt: 10/1/22		
26	MRN No: 102066 Dt: 10/01/22		
27	Received By: Sign:		
28			
29	SILVER OAK VILLAS LLP		
30			

SUMMIT SALES LLP * R.R. DIST. *
IN WARD No: 77059 Date: 21/01 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction