PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28/01/22	Prepared by	Vanajakshi	Serial no.	000
Supplier name	SSLLP			HO inward no.	
Firm/Company	Serene constructions LLP	Project	SOV-III	HO received date	
PO/WO date	15/12/21	PO/WO No.	83631	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21279	03/01/22	9,396.12	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	9,396-12

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

MRN nos.:	101613	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:	9,396.12
Amount E – PO / WO value:	9,457.48
Amount F – Difference (A – E):	61.361–
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	31/01/22
Remarks:	Part Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	[signature]				
Date	28/01/22				
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

#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	Invoice No.	21279
Serene Consructions LLP	Invoice Date.	03-01-2022
SOV PART III, Sy No. No. 11,12,14,15,16,17,18,294, Cherlapally, Hyderabad,	PO No.	83631
	PO Date.	15-12-2021
	Req ID	72082
	Req Date	14-12-2021
GSTIN : 36ACVFS7909P1ZV PAN ACVFS7909P	Loc Req No	183788

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4616 - Electrical - other - Metal box - 6way - nos	85365020	100	45.00	4,500.00	18	810.00
2	6549 - Paints - White Cement - 25kgs - bags	2523	2	509.25	1,018.50	28	285.18
3	10099 - Plumbing - CPVC - CPVC Solutions - NA -	35061000	10	210.00	2,100.00	18	378.00
4	7261 - Plumbing - PVC - Rubber Lubricant - 250gms		4	52.00	208.00	18	37.44
5	4585 - Electrical - other - Insulation tape - NA - nos	8546	5	10.00	50.00	18	9.00
6							
7							
8							
9							
10							
11							
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13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	7,876.50		1,519.62
	759.81	759.81	Total Invoice Amount	9,396.12		

Rupees : Nine Thousand Three Hundred Ninty Six and Paise Twelve Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

 15-12-2021 4:57:06 PM

Purchase Order

83631
15.12.21 11:27:15 opy

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details		
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	83631 183788
	Doc Date	15-12-2021
	Quote No	NIL
GSTIN 36ACQFS2044C1Z7	**Quote Date**	14-12-2021
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	4616 - Electrical - other - Metal box - 6way - nos	100.00	45.00	0.00	18.00	5,310.00
2	6549 - Paints - White Cement - 25kgs - bags	2.00	509.25	0.00	28.00	1,303.68
3	10099 - Plumbing - CPVC - CPVC Solutions - NA - Ltrs	10.00	210.00	0.00	18.00	2,478.00
4	7261 - Plumbing - PVC - Rubber Lubricant - 250gms - nos	5.00	52.00	0.00	18.00	306.80
5	4585 - Electrical - other - Insulation tape - NA - nos	5.00	10.00	0.00	18.00	59.00
					Total Order Value . . .	**9,457.48**

Rupees : Nine Thousand Four Hundred Fifty Seven and Paise Fourty Eight Only.

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	21279	3/01/22	9,396.12
2.			
3.			
4.			
5.			

Terms and Conditions :-

Specification / All items Sl.no.1 to 12 shall be of 'Wipro' brand,

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 10 years warranty.

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications.Payment as per actual receipt of material. Above order for staff lunch 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 invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.

For *Serene Constructions LLP*
Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions
For *Summit Sales LLP*

Name : ____________________

Date : __/__/____

Requisition Form

Name:	Silver Oak Villas LLP-III	Date:	14-12-21
Phase :	Silver Oak Villas-III	Time:	15.00
plier		Req. No.	183788
Material required before date: urgent		ID No.	72082.

No	Description	Size	Quantity	Units	67818	Date
1	6model Metal Box		100	Nos		
2	White cement		50	Kgs		
3	Cpvc Solvent	250ml	10	Nos		
4	Lubricant		5	Nos		
5	Insulation taps		5	Boxs		
6	83631					
7						
8						
9						
10						

Remarks: - For staff lunch purpose

Prepared By	B.Meenakshi	Approved by	
Sign.& Date	14-12-21	Sign. & Date	

APPROVED
15 DEC 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

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

Requisition Form

Company Name:	Silver Oak Villas LLP-III	Date:	30-08-2021
Site & Phase :	Silver Oak Villas-III	Time:	15.00
Supplier		Req. No.	
Material required before date:		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: -For Kiran sir and Chandrkanth sir Purpose

Prepared By	B.Meenakshi	Approved by	
Sign.& Date	17-08-2021	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

pplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details

Silver Oak Villas LLP
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd

GSTIN : 36ADBFS3288A2Z7

DC No	18208
DC Date	03-01-2022
PO No	83631
PO Date	15-12-2021
Req ID	72082
Req Date	14-12-2021
Loc Req No	183788

	Description of Goods	HSN/SAC	Qty
1	4616 - Electrical - other - Metal box - 6way - nos	85365020	100
2	6549 - Paints - White Cement - 25kgs - bags	2523	2
3	10099 - Plumbing - CPVC - CPVC Solutions - NA - Ltrs	35061000	10
4	7261 - Plumbing - PVC - Rubber Lubricant - 250gms - nos		4
5	4585 - Electrical - other - Insulation tape - NA - nos	8546	5
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for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory