

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28/1/22	Prepared by	T.D. Njiru	Serial no.	1988
Supplier name	Summit Sales Ltd	HO inward no.			
Firm/Company	SDV Ltd	Project	SDV-IX	HO received date	
PO/WO date	24/1/22	PO/WO No.	84839	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21716	25/1/22	1,534-00	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 1,534-00

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

MRN nos.:	102805	Proof of delivery matches MRN	☒ Yes ☐ No
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Amount B – Other Credits : Transportation charges

Amount C – Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier: 1,534-00

Amount E – PO / WO value: 1,534-00

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 31/1/22

Remarks:

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	T.D. Njiru				
Sign:					
Date	28/1/22	28 JAN 2022			
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 weightment 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.

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 :

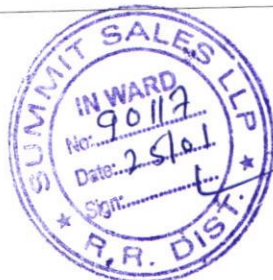
Customer Details				Invoice No.	21716		
Silver Oak Villas LLP				Invoice Date.	25-01-2022		
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd				PO No.	84839		
				PO Date.	24-01-2022		
				Req ID	73189		
				Req Date	24-01-2022		
				Loc Req No	183868		
GSTIN : 36ADBFS3288A2Z7				PAN ADBFS3288A			
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	6094 - Miscellaneous - Spacers - Other - nos		1000	1.30	1,300.00	18	234.00
2							
3							
4							
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11							
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14							
15							
IGST	CGST	SGST	Total Taxable Amount		1,300.00		234.00
	117.00	117.00	Total Invoice Amount		1,534.00		

Rupees : One Thousand Five Hundred Thirty Four Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

24-01-2022 4:22:56 PM

From Company : **Silver Oak Villas LLP**

5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003

G S T No. : 36ADBFS3288A2Z7



84839

08.01.22 12:01:48

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	84839	183868
	Doc Date	24-01-2022	
	Quote No	Nil	
	Quote Date	24-01-2022	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6094 - Miscellaneous - Spacers - Other - nos	1,000.00	1.30	0.00	18.00	1,534.00
Total Order Value . . .					1,534.00
Rupees : One Thousand Five Hundred Thirty Four Only.					

Terms and Conditions :-**Specification /** As per details given in the quotation.**Payment Terms** After Delivery & Production of bill**Tax** All taxes included in above price.**Delivery Date** Next 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** 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** 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 :

Contact :-

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : ____/____/____

Requisition Form

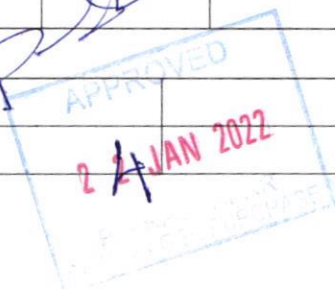
Company Name:	Silver Oak Villas LLP -III	Date:	24-01-2022
Site & Phase :	Silver Oak Villas-III	Time:	10.00
Supplier		Req. No.	183868
Material required before date:	Urgent	ID No.	73189

No	Description	Size	Quantity	Units	Inward No	Date
1	Covering Blocks		1000	Nos		
2						
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7						
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10						
11						
12						
13						

Remarks: -For site use purpose

Prepared By	Ch. Pranavi	Approved by	
Sign. & Date	24-01-2022	Sign. & Date	

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



Summit Sales LLP

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

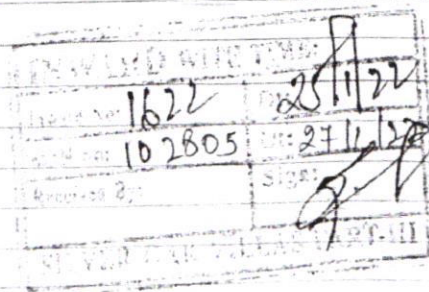
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 - 25-01-2022

Customer Details		DC No.	18608
Silver Oak Villas LLP		DC Date.	25-01-2022
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294. cherlapally hyd		PO No.	84839
		PO Date.	24-01-2022
		Req ID	73189
		Req Date	24-01-2022
		Loc Req No	183868
GSTIN : 36ADBFS3288A2Z7			
Description of Goods		HSN/SAC	Qty
1	6094 - Miscellaneous - Spacers - Other - nos		1000
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for Summit Sales LLP

Subject to Hyderabad Jurisdiction



Authorised signatory