PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	3/2/22	Prepared by	T.D. Mallesh	Serial no.	2335
Supplier name	Gangi Venkaiah & Sons			HO inward no.	
Firm/Company	SVVLLP	Project	SVV-LX	HO received date	
PO/WO date	28/1/22	PO/WO No.	84915	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	5351	31/1/22	600-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	600-00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	105047	Proof of delivery matches MRN	☑ Yes □ No

Amount B –Other Credits : Transportation charges	~~600-00~~
Amount C –Other Debits :	~~600-00~~
Amount D (D=A+B-C) – Amount to be credited to the supplier:	600-00
Amount E – PO / WO value:	600-00
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	7/2/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	T.D. Mallesh	APPROVED			
Sign:		03 FEB 2022			
Date	3/2/22	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 FOR RECIPIENT)

GANJI VENKANNAH & SONS
5-5-97,GANJI CHAMBERS,RANIGUNJ,
SECUNDERABAD -500 003 (T.S)
GSTN/SAC : 36AABFG9288K1ZT
PH NO :27710339-27719935
MOB NO :8247540893

Invoice No. **5351**	Dated **31-Jan-22**
Delivery Note **direct**	Mode/Terms of Payment **Credit**
Reference No. & Date.	Other References
Buyer's Order No. **84915**	Dated **28-Jan-22**
Dispatch Doc No.	Delivery Note Date **31-Jan-22**
Dispatched through	Destination
Terms of Delivery	

Consignee (Ship to)
SILVER OAK VILLAS L L P
BEGUMPET HYDERABAD
9030909892
GSTIN/UIN : 36ADBFS3288A2Z7
State Name : Telangana, Code : 36

Buyer (Bill to)
SILVER OAK VILLAS L L P
BEGUMPET HYDERABAD
9030909892
GSTIN/UIN : 36ADBFS3288A2Z7
State Name : Telangana, Code : 36

SI No.	Description of Goods	HSN/SAC	Quantity	Rate (Incl. of Tax)	Rate	per	Disc. %	Amount
1	**JUST SPARY WHITE 400 ML CAN**	3208	**3 Nos**	200.00	169.49	Nos		**508.47**
	CGST							**45.76**
	SGST							**45.76**
	Round Off							**0.01**
	Total		**3 Nos**					**₹ 600.00**

INWARD WITH TIME:
Inward No: 1634 Dt: 31/1/22
MRN No: 103047 Dt: 01/02/22
Received By: Sign:
SILVER OAK VILLAS PART-III

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 96504
Date: 3/2
Sign:

Amount Chargeable (in words) *E. & O.E*
INR Six Hundred Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
3208	508.47	9%	45.76	9%	45.76	91.52
Total	**508.47**		**45.76**		**45.76**	**91.52**

Tax Amount (in words) : **INR Ninety One and Fifty Two paise Only**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for GANJI VENKANNAH & SONS

Authorised Signatory

This is a Computer Generated Invoice

Purchase Order

 28-01-2022 10:56:39

84915
08.01.22 12:01:49

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

Ganji Venkannah & sons (Asian Paints)
#5-5-97/2, Ganji chambers, Ranigunj,Secunderabad-500003 A.P.India.

GSTIN 36AABFG9288K1ZT 040-40146505
27710339,27719935,277807357

Doc No	84915	156620
Doc Date	28-01-2022	
Quote No	Nil	
Quote Date	28-01-2022	
SupplyType	Supply	

Kind Attn : Mr.Ganji Ashok

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6616 - Paints - silver paints - others - ltrs *Spray Paint White colour paint*	3.00	169.49	0.00	18.00	599.99
				Total Order Value . . .		**599.99**

Rupees : Five Hundred Ninty Nine and Paise Ninty Nine Only.

Terms and Conditions :-

Specification /	All items shall be of 1st quality.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	next day
Delivery Location	Silver Oak Villas Phase - IX Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of india mint Phone. Contact: Security 65908777, 9502288244 Sanjay
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	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 : 31/01/2022

Accepted the above Terms And Conditions

For ***Ganji Venkannah & sons (Asian Paints)***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SILVER OAK VILLAS LLP	Date:	18-01-2022
Site & Phase :	SILVER OAK VILLAS	Time:	12.00
Supplier		Req. No.	156620
Material required before date:	urgent	ID No.	73049

No	Description	Size	Quantity	Units	Inward No	Date
1	Acralic paint sprayer white colour	Std	3	Bottles		
2						
3						
4						
5	84915					
6						
7						
8						
9						
10						

Remarks: - For site use purpose.

Prepared By	B.Meenakshi	Approved by	APPROVED 25 JAN 2022 P. PRABHAKAR Sr. MANAGER PURCHASE
Sign.& Date	18-01-2022	Sign. & Date	

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

Company Name:	SILVER OAK VILLAS	Date:	02-03-2021
Site & Phase :	SILVER OAK VILLAS	Time:	12.00
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: -

Prepared By	B.Meenakshi	Approved by	
Sign.& Date		Sign. & Date	

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