PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	7/02/22	Prepared by	Vanajakshi	Serial no.	2427
Supplier name	SSLLP			HO inward no.	
Firm/Company	SOV LLP	Project	SOV-III	HO received date	
PO/WO date	3/02/22	PO/WO No:	85111	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21921	5/02/22	2,195/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,195/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 103306 — 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:	2,195/-
Amount E – PO / WO value:	2,195/-
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	14/02/22
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	[signature]				
Date	7/02/22				
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 ORIGINAL INVOICE

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy **PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7**

Customer Details			
Silver Oak Villas LLP		Invoice No.	21921
Sy No, 291, Phase IX, Cherlapally, Hyderabad		Invoice Date.	05-02-2022
		PO No.	85111
		PO Date.	03-02-2022
		Req ID	73498
GSTIN : 36ADBFS3288A2Z7	PAN ADBFS3288A	Req Date	02-02-2022
		Loc Req No	183919

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4003 - Consumables - Bombay Broom - Big - nos	9603	15	68.00	1,020.00	0	0.00
2	4080 - Consumables - Bombay Brooms - Other - Nos	9603	25	10.00	250.00	0	0.00
3	4009 - Consumables - Coconut Broom - other - nos	9603	25	15.75	393.75	0	0.00
4	4057 - Consumables - Sponges - NA - nos	3921	50	9.00	450.00	18	81.00
5							
6							
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14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	2,113.75	81.00
	40.50	40.50	Total Invoice Amount	2,194.75	

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

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST. INWARD No: 96599 Date: 5/2 Sign:

Authorised signatory

Purchase Order

 03-02-2022 17:34:20

85111
31.01.22 4:50:17

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**	85111	183919
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	03-02-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	03-02-2022	
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	4003 - Consumables - Bombay Broom - Big - nos	15.00	68.00	0.00	0.00	1,020.00
2	4080 - Consumables - Bombay Brooms - Other - Nos	25.00	10.00	0.00	0.00	250.00
3	4009 - Consumables - Coconut Broom - other - nos	25.00	15.75	0.00	0.00	393.75
4	4057 - Consumables - Sponges - NA - nos	50.00	9.00	0.00	18.00	531.00
				Total Order Value . . .		**2,194.75**

Rupees : Two Thousand One Hundred Ninty Four and Paise Seventy Five 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	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:	02-02-2022
Site & Phase :	Silver Oak Villas-III	Time:	15.00
Supplier		Req. No.	183919
Material required before date:	urgent	ID No.	73498

No	Description	Size	Quantity	Units	Inward Number	Date
1	Bombay Brooms	Big	25	Nos		
2	Bombay Brooms	small	25	Nos		
3	Coconut brooms 85111		25	Nos		
4	Sponges		50	Nos		
5						
6						
7						
8						
9						

Remarks: - For sites use purpose

Prepared By	B.Meenakshi	Approved by	
Sign.& Date	02-02-2022	Sign. & Date	

APPROVED
03 FEB 2022
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		
Silver Oak Villas LLP	DC No.	18767
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	DC Date.	05-02-2022
	PO No.	85111
	PO Date.	03-02-2022
	Req ID	73498
	Req Date	02-02-2022
GSTIN : 36ADBFS3288A2Z7	Loc Req No	183919

	Description of Goods	HSN/SAC	Qty
1	4003 - Consumables - Bombay Broom - Big - nos	9603	15
2	4080 - Consumables - Bombay Brooms - Other - Nos	9603	25
3	4009 - Consumables - Coconut Broom - other - nos	9603	25
4	4057 - Consumables - Sponges - NA - nos	3921	50
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SUMMIT SALES LLP R.R. DIST. IN WARD No: 77586 Date: 5/2 Sign:

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory