PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/2/22	Prepared by	T. D. [illegible]	Serial no.	2701
Supplier name	Summit Sales Corp			HO inward no.	
Firm/Company	SOVCP	Project	SOV-IX	HO received date	
PO/WO date	3/2/22	PO/WO No.	85113	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21984	9/2/22	2,841-00	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,841-00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 103489 — 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:	2,841-00
Amount E – PO / WO value:	2,841-00
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	14/2/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	T. D. [illegible]				
Sign:	[signature]				
Date	10/2/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
10 FEB 2022
MINISH PARIKH
MANAGER PROCUREMENT

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

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

Customer Details	Invoice No.	21984
Silver Oak Villas LLP	Invoice Date.	09-02-2022
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	PO No.	85113
	PO Date.	03-02-2022
	Req ID	73497
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Req Date	02-02-2022
	Loc Req No	183918

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4059 - Consumables - Surf Detergent Powder - NA -	3402	10	25.20	252.00	5	12.60
2	4065 - Consumables - Vim bar - NA - nos	3405	3	45.00	135.00	18	24.30
3	4014 - Consumables - Colin - 500ml - nos	3402	6	88.00	528.00	18	95.04
4	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	4	55.00	220.00	18	39.60
5	4046 - Consumables - Phinyle - 1Ltr - nos	2907	10	52.00	520.00	18	93.60
6	4000 - Consumables - Acid - NA - ltrs	2806	12	21.00	252.00	18	45.36
7	4001 - Consumables - Air Freshner - NA - nos Room Freshners	3307	3	86.00	258.00	18	46.44
8	4001 - Consumables - Air Freshner - NA - nos Odonil	3307	6	45.00	270.00	18	48.60
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	2,435.00	405.54
	202.77	202.77	Total Invoice Amount	2,840.54	

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

SUMMIT SALES LLP R.R. DIST. IN WARD No: 90798 Date: 9/2 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 03-02-2022 17:34:20

85113
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**	85113	183918
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	4059 - Consumables - Surf Detergent Powder - NA - kgs	10.00	25.20	0.00	5.00	264.60
2	4065 - Consumables - Vim bar - NA - nos	3.00	45.00	0.00	18.00	159.30
3	4014 - Consumables - Colin - 500ml - nos	6.00	88.00	0.00	18.00	623.04
4	4035 - Consumables - Harpic - Cleaner - 500ml - nos	4.00	55.00	0.00	18.00	259.60
5	4046 - Consumables - Phinyle - 1Ltr - nos	10.00	52.00	0.00	18.00	613.60
6	4000 - Consumables - Acid - NA - ltrs	12.00	21.00	0.00	18.00	297.36
7	4001 - Consumables - Air Freshner - NA - nos *Room Freshners*	3.00	86.00	0.00	18.00	304.44
8	4001 - Consumables - Air Freshner - NA - nos *Odonil*	6.00	45.00	0.00	18.00	318.60
				Total Order Value . . .		**2,840.54**

Rupees : Two Thousand Eight Hundred Fourty and Paise Fifty Four 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

For ***Silver Oak Villas LLP***

Authorised Signatory

Name :

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Purchase Order

 03-02-2022 17:34:20 Original / Office Copy / Purchase Div.Copy

Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Site office 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.	183918
Material required before date:	05-02-2022	ID No.	73497

No	Description	Size	Quantity	Units	Inward Number	Date
1	Surf		15	Packets		
2	Soap		10	Nos		
3	Colins		6	Nos		
4	Harphic 85113		10	Nos		
5	Phynioil		10	Nos		
6	Acids		12	Nos		
7	Room freshner		03	NOs		
8	Air pockets		06	Nos		
9						
10						

Remarks: - For cleaning purpose

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

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

APPROVED
03 FEB 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

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.	18818
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	DC Date.	09-02-2022
	PO No.	85113
	PO Date.	03-02-2022
	Req ID	73497
GSTIN : 36ADBFS3288A2Z7	Req Date	02-02-2022
	Loc Req No	183918

	Description of Goods	HSN/SAC	Qty
1	4059 - Consumables - Surf Detergent Powder - NA - kgs	3402	10
2	4065 - Consumables - Vim bar - NA - nos	3405	3
3	4014 - Consumables - Colin - 500ml - nos	3402	6
4	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3808	4
5	4046 - Consumables - Phinyle - 1Ltr - nos	2907	10
6	4000 - Consumables - Acid - NA - ltrs	2806	12
7	4001 - Consumables - Air Freshner - NA - nos	3307	3
8	4001 - Consumables - Air Freshner - NA - nos	3307	6
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24	INWARD WITH TIME		
25	Inward No: 1690 Dt: 9/2/22		
26	MRN No: 103489 Dt: 10/2/22		
27	Received By: Sign:		
28			
29	SILVER OAK VILLAS PART-III		
30			

for Summit Sales LLP

SUMMIT SALES LLP R.R. DIST. IN WARD No: 22660 Date: 10/2 Sign:

Authorised signatory

Subject to Hyderabad Jurisdiction