PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	19/2/22	Prepared by	T.D. Nleeney	Serial no.	2202
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	SSLLP	Project	SUV-III	HO received date	
PO/WO date	15/2/22	PO/WO No.	85558	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22118	16/2/22	2,124-00	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,124-00
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 103939 — 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:	2,124-00
Amount E – PO / WO value:	2,124-00
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	28/02/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	T.D. Nleeney				
Sign:	[signature]				
Date	19/2/22				
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	Invoice No.	22118
Silver Oak Villas LLP	Invoice Date.	16-02-2022
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	PO No.	85558
	PO Date.	15-02-2022
	Req ID	73839
	Req Date	14-02-2022
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Loc Req No	183940

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4789 - Electrical - other - Modular switch Blank	8538	150	12.00	1,800.00	18	324.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	1,800.00		324.00
	162.00	162.00	Total Invoice Amount	2,124.00		

Rupees : Two Thousand One Hundred Twenty Four Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 91160 Date: 16/2 Sign: L

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

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85558
14.02.22 2:32:33

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**	85558	183940
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	15-02-2022	
	Quote No	NIL	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	14-02-2022	
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	4789 - Electrical - other - Modular switch Blank plates - NA - nos	150.00	12.00	0.00	18.00	2,124.00
					Total Order Value . . .	**2,124.00**

Rupees : Two Thousand One Hundred Twenty Four Only.

Terms and Conditions :-

Specification / Brand	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 Cost	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 villa no-101,105 purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Silver Oak Villas LLP*

Authorised Signatory

Name : ____________

Contact

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________

Date : __/__/____

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

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

GSTIN : 36ADBFS3288A2Z7

DC No.	18924
DC Date.	16-02-2022
PO No.	85558
PO Date.	15-02-2022
Req ID	73839
Req Date	14-02-2022
Loc Req No	183940

	Description of Goods	HSN/SAC	Qty
1	4789 - Electrical - other - Modular switch Blank plates - NA - nos	8538	150
2			
3			
4			
5			
6			
7			
8			
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30			

INWARD WITH TIME:
Inward No: 1712 Dt: 16/2/22
MRN No: 103939 Dt: 19/2/22
Received by: Sign:
SILVER OAK VILLAS PART-III

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD No: 77911
Date: 19/2
Sign:
R.R. DIST.

Authorised signatory

Requisition Form

Company Name:	Silver Oak Villas LLP-III	Date:	14-02-2022
Site & Phase :	Silver Oak Villas-III	Time:	15.00
Supplier		Req. No.	183940
Material required before date:		ID No.	73839

No	Description	Size	Quantity	Units	Inward Number	Date
1	Switch dummy(modular)	std	150	nos		
2						
3	85558					
4						
5						
6						
7						
8						

Remarks: - For villa no 101 105 purpose

Prepared By	Ch.Pranavi	Approved by	
Sign.& Date	14-02-2022	Sign. & Date	

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

APPROVED
15 FEB 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE