PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	19/2/22	Prepared by	T.D. Murthy	Serial no.	- 2195
Supplier name	Summit Sales Lap			HO inward no.	
Firm/Company	SSV Lap	Project	SDV-III	HO received date	
PO/WO date	15/2/22	PO/WO No.	85551	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2217	18/2/22	1,882-00	~~□~~ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,882-00
Proof of delivery by way of: ~~□~~ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 103893	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:	1,882-00
Amount E – PO / WO value:	1,882-00
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	26/2/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	T.D. Murthy				
Sign:					
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.	22171
Silver Oak Villas LLP		Invoice Date.	18-02-2022
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd		PO No.	85551
		PO Date.	15-02-2022
		Req ID	73835
GSTIN : 36ADBFS3288A2Z7	PAN ADBFS3288A	Req Date	14-02-2022
		Loc Req No	183937

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4028 - Consumables - First -Aid Kit - NA - boxes	3006	2	840.00	1,680.00	12	201.60
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	1,680.00		201.60
	100.80	100.80	Total Invoice Amount		1,881.60	

Rupees : One Thousand Eight Hundred Eighty One and Paise Sixty Only.

for Summit Sales LLP

SUMMIT SALES LLP R.R. DIST. IN WARD No: 91264 Date: 18/2 Sign:

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 15-02-2022 13:52:14 Original

85551
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**	85551	183937
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**	15-02-2022	
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	4028 - Consumables - First -Aid Kit - NA - boxes	2.00	840.00	0.00	12.00	1,881.60
					Total Order Value . . .	**1,881.60**

Rupees : One Thousand Eight Hundred Eighty One and Paise Sixty 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 emergency 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:	14-02-2022
Site & Phase :	Silver Oak Villas-III	Time:	15.00
Supplier		Req. No.	183937
Material required before date:	urgent	ID No.	73835

No	Description	Size	Quantity	Units	67818	Date
1	First Aid kit		02	Nos		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: - For emergency purpose

APPROVED
15 FEB 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

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.

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	DC No.	18972
Silver Oak Villas LLP	DC Date.	18-02-2022
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	PO No	85551
	PO Date.	15-02-2022
	Req ID	73835
GSTIN : 36ADBFS3288A2Z7	Req Date	14-02-2022
	Loc Req No	183937

	Description of Goods	HSN/SAC	Qty
1	4028 - Consumables - First -Aid Kit - NA - boxes	3006	2
2			
3			
4			
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INWARD WITH TIME: 1730 Dt: 15/2/22
103893 Dt: 18/2/22
Received By: Sign:
SILVER OAK VILLAS PART-III

SUMMIT SALES LLP IN WARD No: 77918 Date: 19/2 Sign: R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction