

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 11/3/22		Prepared by: T.D. [Signature]		Serial no. 2134	
Supplier name: Summit Laly Lep				HO inward no.	
Firm/Company: SW Lep		Project: SW-111		HO received date	
PO/WO date: 11/3/22		PO/WO No. 86292		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	22595	12/3/22	2,581-00	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				2,581-00	
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	104841		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:				2,581-00	
Amount E – PO / WO value:				2,581-00	
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		21/3/22			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	T.D. [Signature]				
Sign:	[Signature]				
Date	11/3/22				
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.

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

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 :

Customer Details				Invoice No.	22595		
Silver Oak Villas LLP Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd GSTIN : 36ADBFS3288A2Z7							

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

11-03-2022 14:43:38



86292

28.02.22 2:52:29

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IIInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

Supplier Details

Summit Sales LLP
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	86292	184010
Doc Date	11-03-2022	
Quote No	Nil	
Quote Date	11-03-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4022 - Consumables - Dettol - NA - nos	8.00	86.00	0.00	18.00	811.84
2 4001 - Consumables - Air Freshner - NA - nos Odonil	8.00	48.00	0.00	18.00	453.12
3 4059 - Consumables - Surf Detergent Powder - NA - kgs	6.00	25.20	0.00	5.00	158.76
4 4065 - Consumables - Vim bar - NA - nos	3.00	45.00	0.00	18.00	159.30
5 4001 - Consumables - Air Freshner - NA - nos Room freshners	6.00	86.00	0.00	18.00	608.88
6 4035 - Consumables - Harpic - Cleaner - 500ml - nos	6.00	55.00	0.00	18.00	389.40
Total Order Value . . .					2,581.30

Rupees : Two Thousand Five Hundred Eighty One and Paise Thirty 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

Penalty 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 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

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : __/__/__

Requisition Form

Company Name:		Silver Oak Villas LLP-III		Date:		10-03-2022	
Site & Phase :		Silver Oak Villas-III		Time:		15.00	
Supplier				Req. No.		184010	
Material required before date:			urgent		ID No.		74554
No	Description	Size	Quantity	Units	Inward No	Date	
1	Hand Wash		8	Nos			
2	Air pockets		12	Nos			
3	Surf Packets		6	Nos			
4	Vim Bars		4	Nos			
5	Room Freshner		08	Nos			
6	Harpic		6	Nos			
7							
8							
9							
10							
Remarks: - For Office Use Purpose							
Prepared By		G.chandra kanth		Approved by			
Sign. & Date		10-03-2022		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

1 of 1 : 12-03-2022

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 19319
 DC Date 12-03-2022
 PO No 86292
 PO Date 11-03-2022
 Req ID 74554
 Req Date 10-03-2022
 Loc Req No 184010

Description of Goods

HSN/SAC

Qty

1 4022 - Consumables - Dettol - NA - nos

3401

8

2 4001 - Consumables - Air Freshner - NA - nos

3307

8

3 4059 - Consumables - Surf Detergent Powder - NA - kgs

3402

6

4 4065 - Consumables - Vim bar - NA - nos

3405

3

5 4001 - Consumables - Air Freshner - NA - nos

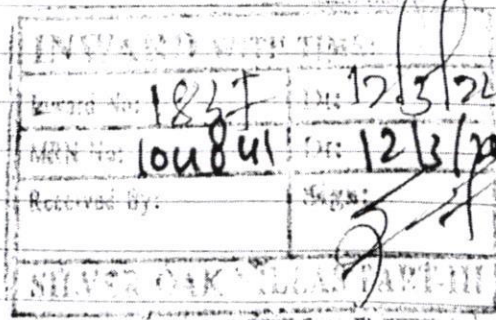
3307

6

6 4035 - Consumables - Harpic - Cleaner - 500ml - nos

3808

6



for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction