PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	22/03/2022	Prepared by	MINISH.	Serial no.	2356
				HO inward no.	
Supplier name	Shubham Enterprises.			HO received date	
Firm/Company	SSLLP.	Project	SHLLP.		
				Scan ID.	
PO/WO date	09/02/2022	PO/WO No.	85359.		

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2950.	21/03/2022	4,956/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	4,956/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos: 105075 — 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:	4,956/-
Amount E – PO / WO value:	3,04,740/-
Amount F – Difference (A – E):	2,99,784/-
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	28/03/2022
Remarks:	Part Quantity recieved, Balance Amount Recievable Rs/- 17,345/-

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name.					-
Sign:		APPROVED 22 MAR 2022 MINISH PARIKH MANAGER PROCUREMENT			
Date					
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.

Purchase Order

 15-02-2022 12:14:21 PM

85359
31.01.22 4:53:34

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details

Shubham Enterprises
5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003

GSTIN 36AELFS6374J1ZC 6656-8151..
040-66318150/23468151 9849153774

Doc No	85359	169452
Doc Date	09-02-2022	
Quote No	NIL	
Quote Date	07-02-2022	
SupplyType	Supply	

Kind Attn : Viral.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4782 - Electrical - wires - A1 service Wire - 7/20 - mts	1,000.00	17.00	0.00	18.00	20,060.00
2	4779 - Electrical - conducting - PVC Pipe - 1 In X 1.5 mm - nos	800.00	191.46	50.00	18.00	90,369.12
3	4778 - Electrical - conducting - PVC Pipe - 1 In x 1.2 mm - nos	700.00	151.65	50.00	18.00	62,631.45
4	4500 - Electrical - conducting - PVC bend - other - nos 1.5	1,500.00	18.76	50.00	18.00	16,602.60
5	4546 - Electrical - other - Deep Box - 25mm - nos 100 P.	600.00	81.36	50.00	18.00	28,801.44
6	4777 - Electrical - conducting - Junction Box - 25mm - nos	900.00	59.02	50.00	18.00	31,339.62
7	4564 - Electrical - other - Fan Box - 1 In - nos	150.00	23.00	0.00	18.00	4,071.00
8	4585 - Electrical - other - Insulation tape - NA - nos	500.00	9.00	0.00	18.00	5,310.00
9	4617 - Electrical - other - Metal box - 8way - nos	180.00	46.00	0.00	18.00	9,770.40
10	4616 - Electrical - other - Metal box - 6way - nos 100 B	400.00	42.00	0.00	18.00	19,824.00
11	4613 - Electrical - other - Metal box - 2way - nos	200.00	22.00	0.00	18.00	5,192.00
12	4647 - Electrical - other - Spring wire - NA - mtrs	300.00	12.67	0.00	18.00	4,485.18
13	4780 - Electrical - conducting - PVC stripe connector - NA - nos	200.00	16.00	0.00	18.00	3,776.00
14	4803 - Electrical - conducting - PVC Round Cover - 3 In - nos 300	200.00	5.00	0.00	18.00	1,180.00
15	4553 - Electrical - other - Dummy - NA - nos	15.00	75.00	0.00	18.00	1,327.50
			Total Order Value . . .			**304,740.31**

Rupees : Three Lakh(s) Four Thousand Seven Hundred Forty and Paise Thirty One Only.

For **Summit Sales LLP**
Authorised Signatory

Name :
Contact : -

Accepted the above Terms And Conditions
For **Shubham Enterprises**

Name :

Date : __/__/____

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	2379	12/2/22	1,37,097/-
	2399	14/2/22	1,45,342/-
	2950	21/5/22	4,936/-

Purchase Order

 15-02-2022 12:14:21 PM Original / Office Copy / Purchase Div.Copy

Terms and Conditions :-

Specification /	All items shall be of Sudhkhar brand
Payment Terms	After Delivery & Production of bill
Tax	GST included in above price.
Delivery Date	Next day
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation	Included in the above price.
Warranty	Nil
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. Order for stock replenishing 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 invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by emai.

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Name : ______________________ Name : ______________________ Date : __/__/____

Contact - -

Requisition Form

ompany Name:	SSLLP	Date:	07.02.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169452
Material required before date:	10.01.2022	ID No.	73689

No	Description	Size	Quantity	Units	Inward No	Date
1	A1 service wire	7/20	1000	Mtrs		
2	Pipe	1"1.5mm	800	Nos		
3	Pipe	1"1.2mm	700	Nos		
4	Bends	1.5mm	1500	Nos		
5	Deep box	25mm	600	Nos		
6	Junction box	25mm	900	Nos		
7	Fan box	1"	150	Nos		
8	Insulation tapes 85359.		500	Nos		
9	Metal box	8	180	Nos		
10	Metal box	6	400	Nos		
11	Metal box	2	200	Nos		
12	Spring wire		300	Mtrs		
13	Strip connectors		200	Nos		
14	PVC round covers	3"	200	Nos		
15	Dummy packet		15	Nos		

Remarks: For stock Replenishing purpose

Prepared By	N.Vanajakshi	Approved by	
Sign.& Date	07.02..2022	Sign. & Date	

APPROVED BY
09 FEB 2022
MANAGING DIRECTOR

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