PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	04/04/2022	Prepared by	MINUH	Serial no.	2791
Supplier name	Shubham Enterprises.			HO inward no.	
Firm/Company	SSLLP.	Project	SHLLP.	HO received date	
PO/WO date	23/03/2022	PO/WO No.	86677.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	3095	23/03/2022	12,390/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.			12,390/-	□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	105660	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:	12,390/-
Amount E – PO / WO value:	1,19,622/-
Amount F – Difference (A – E):	1,07,232/-
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	11/04/2022
Remarks: final Bill.	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:		04 APR 2022			
Date		MINISH PARIKH MANAGER PROCUREMENT			
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.

GSTIN : 36AELFS6374J1ZC
PAN No. : AELFS6374J

TAX INVOICE

Ph : (O) : 66318150
: 66568151
: 29308151

SHUBHAM ENTERPRISES

5-2-282/301, 3rd Floor, Mahavir Complex, Hyderbasti, R.P. Road, Secunderabad-500 003. T.S.
E-mail : shubhamentp1999@yahoo.co.uk

Invoice No. : SE/21-22/3095 **Date :** 29-Mar-22
P.O. No. : 86677 // 169594 Date : 29-Mar-22
Reverse Charge (Y/N) : No
D.C. No. : COLLECTED BY OWN Date : 29-Mar-22
State : Telangana State Code : 36
Vehicle No. :
E-Way Bill No. :

Bill to Party : **SUMMIT SALES LLP**
5-4-187 / 3& 4, II ND FLOOR,
MG ROAD , SECUNDERABAD - 500003
SECUNDERABAD
State: Telangana(36)
GSTIN No.: 36ACQFS2044C1Z7

Ship to Party : **SUMMIT SALES LLP**
5-4-187 / 3& 4, II ND FLOOR,
MG ROAD , SECUNDERABAD - 500003
SECUNDERABAD
State: Telangana(36)
GSTIN No.: 36ACQFS2044C1Z7

DESCRIPTION	HSN CODE	QUANTITY	RATE Rs. Ps.	AMOUNT Rs. Ps.
1 6M METAL BOX	85381010	200.00 NOS.	45.00	9,000.00
2 8M METAL BOX	85381010	30.00 NOS.	50.00	1,500.00
				10,500.00
CGST TAX 9 %				945.00
SGST TAX 9%				945.00
				12,390.00

INWARD
Inward No: 17955 Dt: 30/3/22
MRN No: 105660 Dt:
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
INWARD No. 92920
Date 4/4/22
Sign:

9246364748

Indian Rupees Twelve Thousand Three Hundred Ninety Only
Despatched Through :
Destination :

1. Goods once sold will not be taken back.
2. Interest 24% p.a. will be applicable after due date.
3. Subject to Secunderabad Jurisdiction.
4. **Cheque return Charges Rs. 500/-**
5. Bank Details : **PUNJAB NATIONAL BANK, Account No. : 3631001600000013**
IFS Code : PUNB0363100

E.&O.E.

For **SHUBHAM ENTERPRISES**

SHUBHAM ENTERPRISES SEC'BAD

Purchase Order

 23-03-2022 3:39:47 PM

86677 .opy

16.03.22 2:13:34

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	**Doc No**	86677	169594
5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003	**Doc Date**	23-03-2022	
	Quote No	NIL	
GSTIN 36AELFS6374J1ZC 6656-8151..	**Quote Date**	21-03-2022	
040-66318150/23468151 9849153774	**SupplyType**	Supply	

Kind Attn : Viral.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3509 - Computers and Peripherals - Internet Cable - NA - mtrs *Cat-6*	610.00	22.50	0.00	18.00	16,195.50
2	4782 - Electrical - wires - A1 service Wire - 7/20 - mts	1,000.00	18.50	0.00	18.00	21,830.00
3	4779 - Electrical - conducting - PVC Pipe - 1 In X 1.5 mm - nos	200.00	191.46	47.00	18.00	23,947.82
4	4778 - Electrical - conducting - PVC Pipe - 1 In x 1.2 mm - nos	100.00	151.65	47.00	18.00	9,484.19
5	4500 - Electrical - conducting - PVC bend - other - nos *1.5*	1,000.00	18.76	47.00	18.00	11,732.50
6	4546 - Electrical - other - Deep Box - 25mm - nos	240.00	81.36	47.00	18.00	12,211.81
7	4617 - Electrical - other - Metal box - 8way - nos	30.00	50.00	0.00	18.00	1,770.00
8	4616 - Electrical - other - Metal box - 6way - nos	200.00	45.00	0.00	18.00	10,620.00
9	4647 - Electrical - other - Spring wire - NA - mtrs	150.00	12.67	0.00	18.00	2,242.59
10	4803 - Electrical - conducting - PVC Round Cover - 3 In - nos	500.00	5.00	0.00	18.00	2,950.00
11	4781 - Electrical - wires - A1 Service Wire - 3/20 - mts	450.00	12.50	0.00	18.00	6,637.50
			Total Order Value . . .			**119,621.91**

Rupees : One Lakh(s) Ninteen Thousand Six Hundred Twenty One and Paise Ninty One Only.

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	SE/21-22/3007	24/3/22	1,07,228/-
2.			
3.			
4.			

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

For MDs APPROVAL
☐ High Value/quantity beyond limits.
☑ Po/Req. processed-post approval.
☐ Approval for technical details/clarification.
☐ Replenishing SSLLP stock
☑ Other

For *Summit Sales LLP*

Authorised Signatory

Name :

APPROVED BY
24 MAR 2022
SOHAM MODI
MANAGING DIRECTOR

Name :

Accepted the above Terms And Conditions

For *Shubham Enterprises*

Date : __/__/____

Purchase Order

 23-03-2022 3:39:47 PM Original / Office Copy / Purchase Div.Copy

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	Prices shall remain fixed(Subject to change in GST) for a period of 4 months.

For ***Summit Sales LLP***

Authorised Signatory

Name : ______________________

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	21.03.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169594
Material required before date:		ID No.	74893

No	Description	Size	Quantity	Units	Inward No	Date
1	Cat 6 cable-Internet cable	305mtrs	2	Bundle		
2	A1 Service wire	7/20	1000	Mtrs		
3	Pipe	1"1.5mm	200	Nos		
4	Pipe	1"1.2mm	100	Nos		
5	Bends	1.5mm	1000	Nos		
6	Deep box 86677	25mm	240	Nos		
7	Metal box	8	30	Nos		
8	Metal box	6	200	Nos		
9	Spring wire		150	Nos		
10	PVC Round covers	3"	500	Nos		
11	A1 Service wire	3/20	450	Mtrs		

Remarks: For Stock repleneshing purpose.

Prepared By	Vanajakshi	Approved by	
Sign.& Date	21.03..2022	Sign. & Date	

APPROVED BY
12 MAR 2022
SOHAM MODI
MANAGING DIRECTOR

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

APPROVED BY
21 MAR 2022
SOHAM MODI
MANAGING DIRECTOR