PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	12/05/2022	Prepared by	MINISH	Serial no.	3941
Supplier name	Veerabhadra Enterprise.			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP.	HO received date	
PO/WO date	09/05/2022	PO/WO No.	88105.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	090	09/05/22	19,531/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	19,531/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 107118 — 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:	19,531/-
Amount E – PO / WO value:	20,287/-
Amount F – Difference (A – E):	(-) 756/-
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	16/05/2022
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
Date					
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
12 MAY 2022
MINESH PARIKH
MANAGER PROCUREMENT

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 No. 36AEMPG9276J1ZV

TAX INVOICE / CASH / CREDIT

Ph : 27810914
Cell : 7989596166

Veerabhadra Enterprises

Dealers in : Chemicals, Acids & General Goods

D. No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003. | Email : veerabhadra1930@gmail.com

Name : Summit Sales LLP.
Address : M.G.road Sec-bad.
88105/169769.
GSTIN No : 36ACQFS2044C227
State : TS. State Code : 36.

Invoice No. : 090
Invoice Date : 9/5/22.
DC No. :
State : Telangana State Code : 36

Transportation Mode : Vehicle Number : Date of Supply :

S. No	Description of Goods	HSN Code	Qty.	Rate	Taxable Value 5%	Taxable Value 18%	Taxable Value 12% - 0%
1	Harpic.		24	84/-		2016.00	
2	Mopping stick.		30	110/-		3300.00	
3	Phenyle		20	35/-		700.00	
4	Lizol 1ltr		48	152/-		7296.00	
5	Colin.		20	78/-		1560.00	
6	Water bottle		48	35/-		1680.00	

Amount in words :

INWARD
Inward No: 18138 Dt: 11/5/22
MRN No: 107118 Dt: 12/5/22
Received By: Sign:
SUMMIT SALES LLP

Total Amount before Tax	16552.00
Add SGST	1489.68
Add CGST	1489.68
Add IGST	
Round Off	-.36.
Total Amount after Tax	19531.00
Total Tax Amount	
GRAND TOTAL	19531/-

Bank Details :
A/c No. **303011023425**
Branch : **General Bazar, Secunderabad,**
IFSC Code : **KKBK0007450**
Main Branch : **Kotak Mahindra Bank**

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 94365
Date: 12/5
Sign:

Terms & Conditions :

- All Cheques Should be in Favour of M/s. Veerabhadra Enterprises, Hyderabad only
- Cheques Subject to realisation.
- Goods once sold will not be taken back.

Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

Purchase Order

 09-05-2022 17:04:39

88105
27.04.22 12:24:12

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

Supplier Details

Veerabhadra Enterprises
D.No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003.

GSTIN 36AEMPG9276J1ZV
040 - 66338850 9246269111

Doc No	88105	169769
Doc Date	09-05-2022	
Quote No	Nil	
Quote Date	09-05-2022	
SupplyType	Supply	

Kind Attn : Mr. Venkatesh.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4035 - Consumables - Harpic - Cleaner - 500ml - nos	24.00	84.00	0.00	18.00	2,378.88
2	4041 - Consumables - Mopping stick - NA - nos	30.00	120.00	0.00	18.00	4,248.00
3	4046 - Consumables - Phinyle - 1Ltr - nos	20.00	40.00	0.00	18.00	944.00
4	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs *1ltr*	48.00	152.00	0.00	18.00	8,609.28
5	4014 - Consumables - Colin - 500ml - nos	20.00	78.00	0.00	18.00	1,840.80
6	4108 - Consumables - Water Bottle - NA - Nos	48.00	40.00	0.00	18.00	2,265.60
					Total Order Value . . .	**20,286.56**

Rupees : Twenty Thousand Two Hundred Eighty Six and Paise Fifty Six 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	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
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 Stock maintain 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 deli vary /DC can be sent by email.

For ***Summit Sales LLP***

Authorised Signatory

N

11/05/2022

Name :

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name :

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	06.05.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169769
Material required before date:		ID No.	76293

No	Description	Size	Quantity	Units	Inward No	Date
1.	Harpic cleaner	500ml	24	Nos		
2.	Mopping stick		30	Nos		
3.	Phinyle	1liter	20	Nos		
4.	Lizol 88105	1liter	48	Nos		
5.	Colin	500ml	20	Nos		
6.	Water bottle		48	Nos		

Remarks: For stock replenishig purpose.

Prepared By	Vanajakshi	Approved by	APPROVED BY 07 MAY 2022
Sign.& Date	06.05.2022	Sign. & Date	SOHAM MODI MANAGING DIRECTOR

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