## PURCHASE DIVISION Advice for approval for credit to supplier

\Date:	30 0	30 05 2012 Prepared by		MINISH		Serial no.		4611
Supplier nam	e Vee	rabhadr	a Bute	prises.		HO inward	no.	4000
Firm/Company SSLIP.		Pro	eject SHL				ed date	
		5/2022 PO	/WO No.	VO No. 8854		0 15		
SI no.		l no.	Bill	date	, I	Bill amount		Original attached
1.	133.		2-14/-5	12022	00	011		Yes 🗆 No
2.			71/03	12002	2,5	76/-	-	□ Yes □ No
3.						,		□ Yes □ No
4.					/			
Amount A – F	Bills total (Exclu	ding Transport	& Hamali Char	nac).	_			□ Yes □ No
					2,	596/-		
MRN	ery by way of:		eei report 🗆 RM	C pour repo	rt □ Soʻli	d block repo	rt 🗆 Insta	allation report
nos.: 107823				Proof of deliver matches MRN			6	Yes 🗆 No
Amount B -Ot	her Credits : Tra	ansportation cha	rges					
Amount C -Ot	her Debits :							
Amount D (D=	A+B-C) – Amo	unt to be credite	ed to the supplie	ar.				
Amount E – PC			a to the supplie				2,591	5/-
							2,596	
	fference (A – E)						·N12	/.
Quantity receiv	ed as per PO/W	′O	Yes 🗆 I	Excess receiv	ed □ Sho	rt received [	Part rec	eived
Close PO / WO			Yes o N	No – wait for	balance i	material $\square$ O	ther	
Payment - due	date	×	01/2	6/2022				
Remarks:			10010	6/2021				
			1				-	
Approved by	Purchase (	-	urchase	M D		Accounta	nt	Accounts
Name:		APPR	Manager					Manager
Sign:		3 n M	AY 2022					
Date		3 U M						
Approval limit	Upto 20k	MAN Abov	PARIKH 20kuppan	Above 100k	L	Jpto 20k	A	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.

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Goods once sold will not be taken back.

#### TAX INVOICE / CASH / CREDIT

Ph: 27810914 Cell: 7989596166

**Authorised Signatory** 

# Veerabhadra Enterprises

Dealers in : Chemicals, Acids & General Goods

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

Name: Summi) - Sales 118.  Address: Doc-88546-169813					Invoice No.: 133 Invoice Date: 2A/S/2022				
		N No :36Ac			DC No	.:			
State :	T.S	State Co	ode :	36	State :	Telangana	State Code : 36		
Transpo	ortation Mode :	Ve	hicle Numbe	r:		Date of Supply:			
S. Description of Goods		HSN Code	Qty.	Rate		Taxable Value			
No		TION COUC	\ \ \		5%	18%	12% - 0%		
1) 7	onlogen Durad win		10rd1	2201	-	2200 =0			
	440								
	· · · · · · · · · · · · · · · · · · ·						1		
				9					
		-							
	INWAR	0 20 5 1 4 4							
Amount i	Inward No:   8196   1 MG No:   0 7823	D1:29 022	Total Amount	before Tax		2200 200			
Amount	Received By:	Sign: Q	Add SGST			198=00			
			Add CGST			198=0			
	SUMMIT SALE	SLLP	Add IGST						
Bank Det	ails : 03011023425		Round Off						
Branch: 0	General Bazar, Secunderaba	d,	Total Amount	after Tax		2596 = 00			
IFSC Cod Main Bran	e : KKBK0007450 nch : Kotak Mahindra Bank		Total ANAMAN			GRAND TOTAL	2596=0		
Terms & Conditions:  • All Cheques Should be in Favour of M/s. Veerabhadra Enterprises, Hyderabad only • Cheques Subject to realisation.		S IN WARD 5 No: 94903 0 Date: 2815			Certified that the particulars given above are true and correct  For Veerabhadra Enterprises  (3-2				

Inwar P.No: [ MPN No | r Received By: SUMMIT SALES !

Thereis say, or as a second say, or a

### Purchase Order

Page(s) 1 Of 1

24-05-2022 16:15:41

From Company : Summit Sales LLP

5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.

G S T No.: 36ACQFS2044C1Z7

20.05.22 3:37:20

Supplier Details Veerabhadra Enterprises

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

Doc No 88546 169813 Doc Date 24-05-2022 **Quote No** Nil

GSTIN 36AEMPG9276J1ZV

040 - 66338850

9246269111

**Quote Date** 24-05-2022 SupplyType Supply

Kind Attn: Mr. Venkatesh.

Purchase Order for the Supply of following Items.

- Tems.					
1 4006 - Consumables - Bucket - other - nos	Qty	Rate	Dis%		
with Mug	10.00	220.00	0.00	<b>GST</b> 18.00	Amount
					2,596.00
Rupees: Two Thousand Five Hundred Ninty Six Only.		2,596.00			

### 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

Completion Date

Measurment Security

Nil 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

Accepted the above Terms And Conditions

For Veerabhadra Enterprises

Name:

Date : \_\_/\_\_/\_\_

Requisition Form Company Name: SUMMIT SALES LLP Date: 21.05.2022 Site & Phase: SHLLP Time: 10:57 Supplier Req.No. 169813 Material required before date: ID No. 76655 N Inward Description Date 0 Size Quantity Units Coconut Brooms 100 Nos PVC Bucket 10 Nos Remarks: For stock replenishig purpose. Vanajakshi APPROVED BY Approved by Prepared By 21.05.2022 Sign.& Date Sign. & Date SOHAM MODI MANAGING DIRECTOR

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