

PURCHASE DIVISION  
Advice for approval for credit to supplier

Date: 11/06/2022		Prepared by: MANISH .		Serial no. 5093	
Supplier name: Veesamsetty, Srinivas.				HO inward no.	
Firm/Company: S S LLP.		Project: SHLLP.		HO received date	
PO/WO date: 23/05/2022		PO/WO No.: 88519.		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	2763.	06/06/2022	16,960/-	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				16,960/-	16,960/-
Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report					
MRN nos.: 108333.		Proof of delivery matches MRN		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Amount B –Other Credits : Transportation charges				-	
Amount C –Other Debits :				-	
Amount D (D=A+B-C) – Amount to be credited to the supplier:				16,960/-	
Amount E – PO / WO value:				16,960/-	
Amount F – Difference (A – E):				NIL.	
Quantity received as per PO /WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received			
Close PO / WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other			
Payment – due date		100% - Advance Paid.			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:		11 JUN 2022			
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 weightment 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.



# VEESAMSETTY SRINIVAS

HARDWARE, PAINTS, PLYWOOD, ELECTRICAL, SANITARY, P.V.C. & C.P.V.C. FITTINGS

Shop No. 1-6-287, Kandozi Bazar, Near General Bazar, Secunderabad - 500 003.

*credit*

To, M/s <u>SUMMIT SALES LLP</u> <u>M.G. ROAD SECABAD.</u>	Invoice No. <u>2763</u> Date : <u>6/6/2022</u>
Party's GST No. <u>36ACQFS8044C1Z7</u>	P.O. No. <u>88519/169806</u> Dt. _____

Sl. No.	HSN Code	QTY.	Particulars	Rate Per Unit	18% GST AMOUNT
1-	3209	4 x 4 lms	Indigo Floor Paint yellow	179660	7186=40
2-	3209	4 x 4 lms	Indigo Floor Paint grey	179660	7186=40

**INWARD**

Inward No: 18271 Dt: 9/6/22

MRN No: 108333 Dt: 10/6/22

Received By: \_\_\_\_\_ Sign: \_\_\_\_\_

**SUMMIT SALES LLP**

Goods once sold will not be taken back or exchanged.  
Interest @ 24% will be charged, if payment is not made by the due date.  
Subject to Secunderabad Jurisdiction only.

	TOTAL	<u>14,372=80</u>
	SGST	<u>1293=55</u>
	CGST /IGST	<u>1293=55</u>
	Round Off (H)	<u>=10</u>
	TOTAL BILL VALUE	<u>16,960=00</u>

Rupees (in words)..... Paid Cheque  
2665200/-  
820002

E. & O.

Receiver's Signature \_\_\_\_\_ For **VEESAMSETTY SRINIVAS**  
*[Signature]*

# VEESAMSETTY & PARTNERS

HARDWARE, PAINTS, PLUMBING, ELECTRICAL, SANITARY, ROOF & RAIN WATER TANKING  
 Shop No. 1 & 2, 587, Kandol Bazar, Hyderabad - 500 002, Andhra Pradesh, India

SUMMIT SALES LLP  
 MC ROAD, HYDRABAD  
 500 002

Sl. No.	Item Name	Qty	Rate	Amount	Tax	Total
1	White Cement	100	100	10000	1000	11000
2	Red Cement	100	100	10000	1000	11000
3	Blue Cement	100	100	10000	1000	11000
4	Yellow Cement	100	100	10000	1000	11000

9246364742

INWARD
Inward No. 1234
MRN No. 5678
Received By: [Signature]
SUMMIT SALES LLP



12/12/22	100	100	10000	1000	11000
12/12/22	100	100	10000	1000	11000
12/12/22	100	100	10000	1000	11000
12/12/22	100	100	10000	1000	11000

Rajesh Chandra  
 9246364742

# Purchase Order

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23-05-2022 15:50:34

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



## Supplier Details

Veesamsetty Srinivas  
Shop no. 1-6-287, Kandozi Bazar, Near General Bazar, Secunderabad - 500003  
**GSTIN** 36ABHPV6650M1ZX  
040-66204402 9246154402

<b>Doc No</b>	88519	169806
<b>Doc Date</b>	23-05-2022	
<b>Quote No</b>	Nil	
<b>Quote Date</b>	08-03-2022	
<b>SupplyType</b>	Supply	

**Kind Attn : Mr. V. Satish**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6527 - Paints - Enamel - 4ltrs - buckets Indigo floor paint - Yellow	4.00	1,796.60	0.00	18.00	8,479.95
2 6527 - Paints - Enamel - 4ltrs - buckets Indigo floor paint - Grey	4.00	1,796.60	0.00	18.00	8,479.95
<b>Total Order Value . . .</b>					<b>16,959.90</b>

Rupees : Sixteen Thousand Nine Hundred Fifty Nine and Paise Ninty Only.

## Terms and Conditions :-

<b>Specification /</b>	As per details given in the quotation. Indigo brand.
<b>Payment Terms</b>	100% advance payment.
<b>Tax</b>	All taxes included in above price.
<b>Delivery Date</b>	Within 2days.
<b>Delivery Location</b>	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
<b>Penalty For Delay</b>	Nil
<b>Transportation</b>	Transport cost shall be borne by us.
<b>Warranty</b>	Nil
<b>Advance Paid</b>	Rs 16,960/-
<b>Other Terms</b>	We reserve the right to reject items not conforming to quality and specifications. Above Order for Stock Replenishing purpose.
<b>Completion Date</b>	Nil
<b>Measurment</b>	Nil
<b>Security</b>	Nil
<b>Remarks</b>	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 **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Veesamsetty Srinivas**

Name : \_\_\_\_\_

Name : \_\_\_\_\_

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

### Requisition Form

Company Name:		SUMMIT SALES LLP		Date:		20.05.2022	
Site & Phase :		SHLLP		Time:		10:57	
Supplier				Req.No.		169806	
Material required before date:				ID No.			
				76634			
No	Description	Size	Quantity	Units	Inward No	Date	
1.	Indigo paint Yellow		4	Ltrs			
2	Indigo paint Grey <span style="margin-left: 20px;">88519</span>		4	Ltrs			
Remarks: For stock replenishig purpose.							
Prepared By		Vanajakshi		Approved by		<div style="border: 2px solid blue; padding: 5px; width: fit-content; margin: auto;"> <p style="margin: 0; color: blue; font-weight: bold;">APPROVED BY</p> <p style="margin: 0; color: red; font-size: 1.2em; font-weight: bold;">21 MAY 2022</p> <p style="margin: 0; color: blue; font-size: 0.8em;">SOHAM MODI MANAGING DIRECTOR</p> </div>	
Sign.& Date		21.05.2022		Sign. & Date			

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