PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	11/06/2022	Prepared by	MINISH.	Serial no.	5096
Supplier name	Veerabhadra Enterprises.			HO inward no.	
Firm/Company	SSLLP.	Project	SHLLP.	HO received date	
PO/WO date	06/06/2022	PO/WO No.	88949.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	160	08/06/2022	25,389/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	25389/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	Proof of delivery matches MRN: ☑ Yes □ No
MRN nos.: 108364.	
Amount B –Other Credits : Transportation charges	–
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	25,389/-
Amount E – PO / WO value:	25,554/-
Amount F – Difference (A – E):	(-) 165/-
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	20/06/2022
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:		APPROVED 11 JUN 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.

76J1ZV **TAX INVOICE / CASH / CREDIT** Ph : 27810914
Cell : 7989596166

Veerabhadra Enterprises

Dealers in : Chemicals, Acids & General Goods

2-188, Raja Mudaliar Street, Secunderabad - 500 003. | Email : veerabhadra1930@gmail.com

mmit Sales LLP.
MG road. Sec-bad.
88949 / 169851.
GSTIN No : 36ACAFS2044C1Z7
State Code : 36.

Invoice No. : 160
Invoice Date : 8/6/2022.
DC No. :
State : Telangana State Code : 36

ortation Mode : Vehicle Number : Date of Supply :

	Description of Goods	HSN Code	Qty.	Rate	Taxable Value 5%	Taxable Value 18%	Taxable Value 12% - 0%
	Acid.		60	15/-		900.00	
	Air Freshner		36	40/-		1440.00	
	D. Brooms.		50	85/-			4250.00
1	Scuber H/W		48	68/-		3264.00	
5	Bucket w/mug		10	220/-		2200.00	
6	Harpic		20	80/-		1600.00	
7	Mopping Stick.		30	110/-		3300.00	
8	Soap		30	31/-		930.00	
9	Vimbar.		24	40/-		960.00	
10	Lizol.		24	80/-		1920.00	
11	Colin.		20	70/-		1400.00	

Amount in words :

INWARD
Inward No: 8273 Dt: 9/6/22
MRN No: 108364 Dt: 10/6/22
Received By: Sign:
SUMMIT SALES LLP

	5%	18%	12% - 0%
Total Amount before Tax		17914.00	4250.00
Add SGST		1612.26	
Add CGST		1612.26	
Add IGST			
Round Off		+.48	
Total Amount after Tax		21139.00	4250.00
Total Tax Amount		GRAND TOTAL	25389.00

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: 95427
Date: 11/6/22
Sign:

Certified that the particulars given above are true and correct
For Veerabhadra Enterprises

Authorised Signatory

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.

Purchase Order

 06-06-2022 17:06:18

88949
20.05.22 3:37:23

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	**Doc No**	88949	169851
D.No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003.	**Doc Date**	06-06-2022	
	Quote No	nil	
040 - 66338850	**Quote Date**	03-06-2022	
9246269111	**SupplyType**	Supply	

Kind Attn : Mr. Venkatesh.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST%	Amount
1	4000 - Consumables - Acid - NA - ltrs	60.00	15.00	0.00	18.00	1,062.00
2	4001 - Consumables - Air Freshner - NA - nos	36.00	40.00	0.00	18.00	1,699.20
3	4003 - Consumables - Bombay Broom - Big - nos	50.00	85.00	0.00	0.00	4,250.00
4	4022 - Consumables - Dettol - NA - nos *handwash*	48.00	68.00	0.00	18.00	3,851.52
5	4006 - Consumables - Bucket - other - nos *with mug*	10.00	220.00	0.00	18.00	2,596.00
6	4035 - Consumables - Harpic - Cleaner - 500ml - nos	20.00	80.00	0.00	18.00	1,888.00
7	4041 - Consumables - Mopping stick - NA - nos	30.00	110.00	0.00	18.00	3,894.00
8	4059 - Consumables - Surf Detergent Powder - NA - kgs	30.00	31.00	0.00	18.00	1,097.40
9	4065 - Consumables - Vim bar - NA - nos	24.00	40.00	0.00	18.00	1,132.80
10	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	24.00	80.00	0.00	18.00	2,265.60
11	4014 - Consumables - Colin - 500ml - nos	20.00	77.00	0.00	18.00	1,817.20
					Total Order Value . . .	**25,553.72**

Rupees : Twenty Five Thousand Five Hundred Fifty Three and Paise Seventy Two 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

For ***Summit Sales LLP***
Authorised Signatory

Name : ____________

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

Date : __/__/____

Name : ____________

Purchase Order

 06-06-2022 17:06:18 Original / Office Copy / Purchase Div.Copy

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 repleneshing 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

Name : ____________________

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	03.06.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169851
Material required before date:		ID No.	77016

No	Description	Size	Quantity	Units	Inward No	Date
1.	Acid 15	1Liter	60	Nos		
2.	Air freshner -Odonil 40		36	Nos		
3.	Bombay brooms 85->0'-	Big	50	Nos		
4.	Dettol Handwash- santhoor		48	Nos		
5.	PVC Bucket		10	Nos		
6.	Harpic cleaner	500ml	20	Nos		
7.	Mopping stick		30	Nos		
8.	Surf	500grams	30	Nos		
9.	Vimbar		24	Nos		
10.	Lizol	500ml	24	Nos		
11.	Colin	500ml	20	Nos		

PO: 88949

Remarks: For stock replenishig purpose.

Prepared By	Vanajakshi	Approved by	APPROVED BY 03 JUN 2022 SOHAM MODI MANAGING DIRECTOR
Sign.& Date	03.06.2022	Sign. & Date	

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

Lela badtq