PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	11/06/2022	Prepared by	MANISH.	Serial no.	5097
Supplier name	Veerabhadra Enterprises.			HO inward no.	
Firm/Company	SSLLP.	Project	SHLLP.	HO received date	
PO/WO date	30/05/2022	PO/WO No.	88729.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	161	08/06/2022	16,380/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	16,380/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 108363 -	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:	16,380/-
Amount E – PO / WO value:	16,519/-
Amount F – Difference (A – E):	(-) 139/-
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 MANISH PARIKH MANAGER			
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.

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)
88729/169834
GSTIN No: 36ACQFS2044C1Z7
State : TS.
State Code : 36

Invoice No. : 161
Invoice Date : 8/6/2022
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	Acid		60	15/-		900.00	
2	Bombay brooms.		50	85/-			4250.00
3	Wiper		10	80/-		800.00	
4	Bucket among		10	220/-		2200.00	
5	Harpic		20	84/-		1680.00	
6	Moping stick		30	110/-		3300.00	
7	Colin.		20	70/-		1400.00	
	Total Amount before Tax					10280.00	
	Add SGST					925.20	
	Add CGST					925.20	
	Add IGST						
	Round Off					-.40	
	Total Amount after Tax					12130.00	4250.00
	Total Tax Amount					GRAND TOTAL	16380.00

Amount in words :

INWARD
Inward No: 8272 Dt: 9/6/22
MRN No: 108363 Dt: 10/6/22
Received By: Sign:
SUMMIT SALES LLP

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

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.

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 95426
Date: 11/6/22
Sign:

Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

Purchase Order

 30-05-2022 12:11:18

88729
20.05.22 3:37:22

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	88729	169834
Doc Date	30-05-2022	
Quote No	Nil	
Quote Date	30-05-2022	
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	4003 - Consumables - Bombay Broom - Big - nos	50.00	84.00	0.00	0.00	4,200.00
3	4071 - Consumables - Wiper - Other - nos	10.00	80.00	0.00	18.00	944.00
4	4006 - Consumables - Bucket - other - nos	10.00	220.00	0.00	18.00	2,596.00
5	4035 - Consumables - Harpic - Cleaner - 500ml - nos	20.00	84.00	0.00	18.00	1,982.40
6	4041 - Consumables - Mopping stick - NA - nos	30.00	110.00	0.00	18.00	3,894.00
7	4014 - Consumables - Colin - 500ml - nos	20.00	78.00	0.00	18.00	1,840.80
					Total Order Value . . .	**16,519.20**

Rupees : Sixteen Thousand Five Hundred Ninteen and Paise Twenty 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

For ***Summit Sales LLP***

Authorised Signatory

30/05/2022

Name : ______

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Date : __/__/____

Name : ______

Purchase Order

 30-05-2022 12:11:18

Original / Office Copy / Purchase Div.Copy

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 : 30/05/2022

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	26.05.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169834
Material required before date:		ID No.	76830

No	Description	Size	Quantity	Units	Inward No	Date
1.	Acid	1liter	60	Nos		
2.	Bombay Brooms	Big	50	Nos		
3.	Coconut Brooms		100	Nos		
4.	Wiper		10	Nos		
5.	Sponges 88730		500	Nos		
6.	PVC Bucket		10	Nos		
7.	Harpic cleaner 88729	500ml	20	Nos		
8.	Mopping stick		30	Nos		
9.	Lizol	500ml	24	Nos		
10.	Colin	500ml	20	Nos		
11.	First Aid kit 88731		5	Nos		

Remarks: For stock replenishig purpose.

Prepared By	Vanajakshi	Approved by	APPROVED BY 28 MAY 2022 SOHAM MODI MANAGING DIRECTOR
Sign.& Date	26.05.2022	Sign. & Date	

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