

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 registration. 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 3, 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

Supplier name	PRITHVIA PRINTERS		HO inward no.	
Firm/Company	Surya's Sales		HO received date	
PO/WO date	9/6/22	PO/WO No.	89997	Scan ID.
SI no.	560	Bill date	4/6/22	Bill amount
				Original attached
1.				☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No
Amount A - Bills total (Excluding Transport & Hamali Charges):				
Proof of delivery by way of ☐ DCS/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report				
MRN nos.	108496		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:				
Amount E - PO / WO value:				
Amount F - Difference (A - E):				
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				
Remarks:				
Approved by				
Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:				
Sign:				
Date:	4/6/22			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k
				Above 20k

* OFFSET PRINTING * SCREEN PRINTING * LETTER PADS
* INVITATIONS * VISTING CARDS * ID CARDS * BROUCHERS * PHAMPLATES
* OFFICE FILES * STICKERS ETC.,
9-5-80/2A, Anjaiah Nagar, Old Bowenpally, Hyderabad - 500 011, Telangana State.
Email : priyankaprinters4@gmail.com

Date : 4/06/2022

No. 560

M/s Summit Sales Up
M. G. Road, Secunderabad.

Party GSTIN.

SI No.	PARTICULARS	HSN Code	Qty	Rate	Rs. Amount Ps.
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1.	Summit Sales Up DC Books		15	22500	3,375.00
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INWARD	
Inward No: 178	Dr: G.M.H.
MRN No:	Dr:
Received By: <i>[Signature]</i>	Sig. <i>[Signature]</i>
MODI PROPERTIES	

E. & O.E.

CGST	1
SGST	1
TOTAL	3,375.00

Bank Details
Bank : Punjab & Sind Bank
A/c : 03191100022739
Branch : Secunderabad Park Lane
IFSC Code : PSIB0000319

Rupees. Three Thousand
Two Hundred fifty five only

GSTIN: 36AROPK5593K1Z0
Composite Scheme

For PRIYANKA PRINTERS

Goods once sold Cannot be taken back

Subject to Secunderabad Jurisdiction

Accepted the above Terms And Conditions
For Priyanka Printers

For Summit Sales LLP
Authorised Signatory

Name :

Name :

Date : / /

Purchase Order

Page(s) 1 Of 1

09-06-2022 15:06:40

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

89097
07.06.22 12:13:53

Supplier Details

Priyanka Printers
1-4-5/37/A, Bholakpur, Hyderabad

GSTIN -

9849558805

Doc No	89097	167130
Doc Date	09-06-2022	
Quote No		
Quote Date	09-06-2022	
SupplyType	Supply	

Kind Attn : Mr. Venu

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	IGST	Amount
1 7646 - Stationery - printing - Receipt Books - other - nos Delivery Challan	15.00	225.00	0.00	0.00	3,375.00
Total Order Value ...					3,375.00

Rupees : Three Thousand Three Hundred Seventy Five Only.

Terms and Conditions :-

Specification / Brand Delivery Challan

Payment Terms Against Delivery & Production of bill.

Tax All taxes included in above price.

Delivery Date 06-06-2022

Delivery Location Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penalty For Delay Nil

Transportation Cost Nil

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for staff identification purpose.

Completion Date 16-06-2022

Measurment Nil

Security Nil

Remarks