

PURCHASE DIVISION
Advice for approval for credit to supplier



Date: 02/07/22		Prepared by: MINISH		Serial no. 5634	
Supplier name: Sri Anbe Electricals.				HO inward no.	
Firm/Company: SELLER		Project: SELLER		HO received date	
PO/WO date: 27/06/22		PO/WO No. 89463		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	425	30/06/22	30,444/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				30,444/-	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.: 109103		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:				30,444/-	
Amount E – PO / WO value:				30,444/-	
Amount F – Difference (A – E):				NIL	
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		11/07/22			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	APPROVED 02 JUL 2022 MINISH PARIKH MANAGER PURCHASEMENT				
Sign:					
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.

(ORIGINAL FOR RECIPIENT)



Purchase Order

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89463

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

Supplier Details

Sri Ambe Electricals
Plot no-97, Sri Sai Oxford Terrace R.P.Road, Secunderabad-500003

GSTIN 36

7702963535

7702963535

Doc No 89463 169915**Doc Date** 27-06-2022**Quote No** NIL**Quote Date** 21-06-2022**SupplyType** Supply**Kind Attn : Hari Prasad/ Subba Reddy**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4547 - Electrical - other - Distribution Board - 3 Phase - nos 4 way	10.00	1,590.00	0.00	18.00	18,762.00
2 4547 - Electrical - other - Distribution Board - 3 Phase - nos 6 way	5.00	1,980.00	0.00	18.00	11,682.00

Total Order Value . . . 30,444.00

Rupees : Thirty Thousand Four Hundred Fourty Four Only.

Terms and Conditions :-**Specification /** All items shall be of 'ABB' brand, Classiq series.**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**Penalty For Delay** Nil**Transportation** Transport cost shall be borne by us.**Warranty** 10 years warranty.**Advance Paid** Nil**Other Terms** We reserve the right to reject items not conforming to quality and specifications. Payment as per actual receipt of material. Above order for stock replenishing 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 invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by emailFor **Summit Sales LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Sri Ambe Electricals**

Date : __/__/__

Requisition Form		SSLLP		Date:	21.06.2022			
Company Name:		SHLLP		Time:	12:00			
Site & Phase :				Req. No.	169915			
Supplier:				ID No.	77369			
Material required before date:		23.06.2022		Qty required	Qty available at site	Order Qty	Inward No	Inward Date
S No	Item							
1	ELTU3452-Electrical -LED Tube Light-6500K-Wipro-D532065-1200mmX20W-Nos.	40	28	40	28	40		
2	ELLE2611-Electrical -LED Flood Light -6500K-Wipro-D913065-30W-Nos.	12	0	12	0	12		
3	ELLE6666-Electrical -LED Flood Light -6500K-Wipro-D915065-50W-Nos.	8	1	8	1	8		
4	ELSW4199-Electrical-MCB---16 amps-Nos.	48	120	48	120	48		
5	ELSW4375-Electrical-MCB---06 amps-Nos.	96	98	96	98	96		
6	ELSW2741-Electrical-Fan Dimmer--Wipro NW--Nos.	90	203	90	203	90		
7	ELSW9083-Electrical-DB-TPN-3-Phase--4Way-Nos.	10	20	10	20	10		
8	ELSW9595-Electrical-DB-TPN-3-Phase--6Way-Nos.	5	16	5	16	5		
9								
10								
Remarks:		For Stock Replenishing Purpose.						
Prepared By:		N. Vanajakshi		Project Manager		Purchase		MD
Approved By:		Minish						
Sign & Date:		21.06.2022						

APPROVED BY
22 JUN 2022
SOHAM MODI
MANAGING DIRECTOR

