PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	29/7/22	Prepared by	Yamuna	Serial no.	
Supplier name	V.Green			HO inward no.	
Firm/Company	SUMMIT Sole LLP	Project	SUMMIT Sole LLP	HO received date	
PO/WO date	20/7/22	PO/WO No.	90215	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	153	28/7/22	4895/-	☐ 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.:	110086	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:			4895/-
Amount E – PO / WO value:			4895/-
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:	Yamuna				
Sign:					
Date	29/7/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED BY
01 AUG 2022
MANAGER PROMOTIONS

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.

V GREEN MEDIA

TAX INVOICE

V GREEN MEDIA Pvt. Ltd.
3-6-530/3, Street No.7, Himayathnagar
Opp. Lane of Minerva, Hyderabad - 500029
CIN: U74300AP2011PTC075248

To,
M/s **Summit Sales LLP**
5-4-187/3&4,II nd Floor,MG Road,Secunderabad

Phone no

Invoice No.	VGM-2223-153	Date : 28-07-2022
Your P.O No.	90215	Date : 20-07-2022
DC No :		Date : 20-04-2022
Order Confirmed by :		

S. No	Description	HSN/ SAC	Qty	Rate	CGST %	SGST %	IGST %	Amount
1	Advertisement "SOR ad in Sakshi" Size:3.7x7 cm Publication:Sakshi Date of Pub:23-07-2022	998636	1 NOS	4662.00	2.50	2.50		4662.00

	OUR	CUSTOMER
GSTIN :	36AADCV9375P1ZC	36ACQFS2044C1Z7
TIN No. :	36641857335	
STC No. :	AADCV9375PSD001	
IT PAN No.:	AADCV9375P	

Total Amount	4,662.00
Total CGST Amount	116.55
Total SGST Amount	116.55
Total IGST Amount	
Grand Total (INR)	**4,895.10**

- Payment should be made by Crossed Demand Draft / Cheque in favour of M/s **V GREEN MEDIA PVT. LTD.** payable at Hyderabad.
- Interest @ 24 % p.a. is charged on unrealised payments.
- Complaints /Clarifications will not be entertained after 7days of delivery.
- Subject to Hyderabad jurisdiction only.

- E & O. E.

Amount in Indian Rupees :
FOUR THOUSAND EIGHT HUNDRED AND NINETY FIVE AND PAISE TEN ONLY

Bank Details : HDFC Bank Ltd.
Panjagutta, Hyderabad.
A/c : 50200033057768, IFSC CODE : HDFC0001228

For V Green Media Pvt Ltd.

Receiver's Signature & Stamp   Prepared by   Checked by   Authorised Signatory

Release Order

 20-07-2022 11:18:13

90215
14.07.22 12:47:27

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

Supplier Details			
V Green Media Pvt.Ltd.	**Doc No**	90215	167185
#3-6-530/3, 1st floor, street.no.7, (opp. lane of Minerva coffee shop) Himayathnagar,Hyderbad.	**Doc Date**	20-07-2022	
	Quote No		
GSTIN 36AADCV9375P1ZC	**Quote Date**	20-07-2022	
040 – 6646 4477	**SupplyType**	Supply	

Kind Attn : Accounts Department

Release Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2501 - Ads and Printing - Classified Display - Others - nos *SOR ad in Sakshi Hyd on 23-07-2022*	1.00	4,662.00	0.00	5.00	4,895.10
				Total Order Value . . .		**4,895.10**

Rupees : Four Thousand Eight Hundred Ninty Five and Paise Ten Only.

Terms and Conditions :-

Specification / Brand	SOR ad in Sakshi Hyd on 23-07-2022
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	23-07-2022
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penality 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.
Completion Date	23-07-2022
Measurment	NA
Security	.
Remarks	Nil

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

Name : ______________________

Contact - -

Accepted the above Terms And Conditions
For ***V Green Media Pvt.Ltd.***

Name : ______________________

Date : __/__/____