

PURCHASE DIVISION  
Advice for approval for credit to supplier



Date:		22/10/22		Prepared by	Prabhakar		Serial no.	9788		
Supplier name		Shubham Enterprises				HO inward no.				
Firm/Company		sskhp		Project	sskhp		HO received date			
PO/WO date		9/10/22		PO/WO No.	92697		Scan ID.			
Sl no.	Bill no.			Bill date		Bill amount		Original attached		
1.	SE/22-23/2591			11/10/22		12,508/-		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
2.								<input type="checkbox"/> Yes <input type="checkbox"/> No		
3.								<input type="checkbox"/> Yes <input type="checkbox"/> No		
4.								<input type="checkbox"/> Yes <input type="checkbox"/> No		
Amount A – Bills total (Excluding Transport & Hamali Charges):							12508			
Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report										
MRN nos.:		112616			Proof of delivery matches MRN		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B – Other Credits : Transportation charges							-			
Amount C – Other Debits :							-			
Amount D (D=A+B-C) – Amount to be credited to the supplier:							12508			
Amount E – PO / WO value:							28,480/-			
Amount F – Difference (A – E):							15,972/-			
Quantity received as per PO / WO				<input type="checkbox"/> Yes <input type="checkbox"/> Excess received <input checked="" type="checkbox"/> Short received <input type="checkbox"/> Part received						
Close PO / WO				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other						
Payment – due date				31/10/22						
Remarks:				Part bill						
Approved by		Purchase Officer		Purchase Manager		M D		Accountant		Accounts Manager
Name:				Prabhakar						
Sign:										
Date										
Approval limit		Upto 20k		Above 20k		Above 100k		Upto 20k		Above 20k

P. PRABHAKAR

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 for 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 : 36AELFS6374J1ZC  
PAN No. : AELFS6374J

TAX INVOICE

Ph : (O) : 66318150  
: 66568151  
: 66568150



# SHUBHAM ENTERPRISES

# 5-2-282/301, 3rd Floor, Mahavir Complex, Hyderbasti, R.P. Road, Secunderabad-500 003. T.S.  
E-mail : shubhamentp1999@yahoo.co.uk

MSME UAN : TS020055126

Invoice No. : SE/22-23/2591      Date : 11-Oct-22      P.O. No.92697//170266      Date 11-Oct-22  
Reverse Charge (Y/N) : No      D.C. No. :      Date :  
State : Telangana      State Code : 36      Vehicle No. :      E-Way Bill No. :

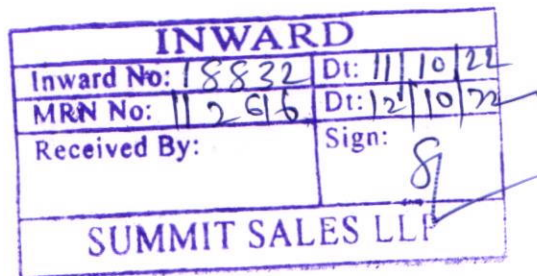
Bill to Party : **SUMMIT SALES LLP**  
5-4-187 / 3& 4, II ND FLOOR,  
MG ROAD , SECUNDERABAD - 500003  
SECUNDERABAD  
State: Telangana(36)  
  
GSTIN No.: 36ACQFS2044C1Z7

Ship to Party : **SUMMIT SALES LLP**  
5-4-187 / 3& 4, II ND FLOOR,  
MG ROAD , SECUNDERABAD - 500003  
SECUNDERABAD  
State: Telangana(36)  
  
GSTIN No.: 36ACQFS2044C1Z7

DESCRIPTION	HSN CODE	QUANTITY	RATE		AMOUNT	
			Rs.	Ps.	Rs.	Ps.
1 6 AMPS CONNECTOR ✓	8536909	200.00 NOS	25.00		5,000.00	
2 PVC ROUND SHEET BIG ✓	3917400	200.00 NOS	13.00		2,600.00	
3 PVC ROUND SHEET SMALL ✓	3917400	500.00 NOS	6.00		3,000.00	
					10,600.00	
					954.00	
					954.00	
					12,508.00	

CGST TAX 9 %  
SGST TAX 9%

Indian Rupees Twelve Thousand Five Hundred Eight Only  
Despatched Through :  
Destination :



**SUDHAKAR**  
PIPES AND FITTINGS

**Honeywell**  
THE POWER OF CONNECTED

**norisys®**

**AKG**

**Bharat M.S. Pipes**

**HAVELLS**

**MODI'S**  
CASING 'N' CAPPING | CONDUIT PIPES  
TRUNKINGS | TAPES | FLEX FIT

1. Goods once sold will not be taken back.
2. Interest 24% p.a. will be applicable after due date.
3. Subject to Secunderabad Jurisdiction.
4. Cheque return Charges Rs. 500/-
5. Bank Details : **PUNJAB NATIONAL BANK**, Account No. : 3631001600000013  
IFS Code : PUNB0363100

E.&O.E.

For **SHUBHAM ENTERPRISES**







Requisition Form									
Company Name:	SSLLP	Date:	8.10.22						
Site & Phase :	SHLLP	Time:	11:48						
Unit No./Block No.									
Supplier:		Req. No.	170266						
Material required before date:		ID No.	80393						
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date			
1	ELCD5644-Electrical-Metal Box--6Way-Nos	320	205	320					
2	ELCD9184-Electrical-Thermocol sheet---600X1200X12 MM-Nos	100	143	100					
3	ELCD3207-Electrical-Strip connectors--12way-Nos	200	64	200					
4	ELCD7507-Electrical-Round covers -PVC--150MM-Nos	200	20	200					
5	ELCD5567-Electrical-Round covers -PVC--75MM-Nos	500	0	500					
6									
7									
8									
9									
10									
Remarks:	For Stock Replenishing purpose.								
Prepared By:	Engineer	Project Manager		Purchase					
Approved By:	P.sneha								
Sign & Date:	P.Prabhakar								

92697

APPROVED BY  
08 OCT 2022  
SOHAMMADDI  
MANAGING DIRECTOR