PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 22/10/22 | Prepared by | Prabhakar | Serial no. | **9792** |
| Supplier name | Shubham Enterprises | | | HO inward no. | |
| Firm/Company | SSCLP | Project | SSLLP | HO received date | |
| PO/WO date | 17/9/22 | PO/WO No. | 92030 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 22-23/2405 | 26/9/22 | ~~13~~,8983/- | ☑ Yes ☐ No |
| 2. | 2610 | 12/10/22 | 14,910/- | ☑ Yes ☐ No |
| 3. | | | | ☐ Yes ☐ No |
| 4. | | | | ☐ Yes ☐ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 18,893/- |
| Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report | |
| MRN nos.: | 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: | 18,893/- |
| Amount E – PO / WO value: | 2,11,975/- |
| Amount F – Difference (A – E): | 193082/- |
| 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 | 31/10/22 |
| Remarks: | Part ~~Final~~ bill |
| | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | | | | |
| 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.

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/22-23/2405 **Date :** 26-Sep-22
P.O. No PO NO : 92030 // 170194 Date 26-Sep-22
Reverse Charge (Y/N) : No
D.C. No. COLLECTED BY OWN PERSON Date 26-Sep-22
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 Rs. Ps. | AMOUNT Rs. Ps. |
|---|---|---|---|---|
| 1 FB SUDHAKARPVC FAN BOX - HEAVY | 39174000 | 150.00 NOS. | 22.50 | 3,375.00 |
| | | | | 3,375.00 |
| CGST TAX 9 % | | | | 303.75 |
| SGST TAX 9% | | | | 303.75 |
| ROUNDED | | | | 0.50 |
| | | | | 3,983.00 |

INWARD
Inward No: 8766 Dt: 27/9/22
MRN No: 112188 Dt: 28/9/22
Received By: Sign:
SUMMIT SALES LLP

Indian Rupees Three Thousand Nine Hundred Eighty Three Only
Despatched Through :
Destination :



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**

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/22-23/2610 **Date :** 12-Oct-22
P.O. No. : PO NO : 92030 // 170194 Date : 12-Oct-22
Reverse Charge (Y/N) : No
D.C. No. : BY MAIL Date : 12-Oct-22
State : Telangana State Code : 36
Vehicle No. :
E-Way Bill No. :

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

| | DESCRIPTION | HSN CODE | QUANTITY | RATE Rs. Ps. | AMOUNT Rs. Ps. |
|---|---|---|---|---|---|
| 1 | 8M METAL BOX | 85381010 | 40.00 NOS. | 62.10 | 2,484.00 |
| 2 | 6M METAL BOX | 85381010 | 240.00 NOS. | 42.30 | 10,152.00 |
| | | | | | 12,636.00 |
| | CGST TAX 9 % | | | | 1,137.24 |
| | SGST TAX 9% | | | | 1,137.24 |
| | ROUNDED | | | | (-)0.48 |
| | | | | | 14,910.00 |

INWARD
Inward No: 8834 Dt: 12/10/22
MRN No: 112640 Dt: 13/10/22
Received By: Sign:
SUMMIT SALES LLP

Indian Rupees Fourteen Thousand Nine Hundred Ten Only
Despatched Through :
Destination :



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**

SHUBHAM ENTERPRISES SEC'BAD

# Purchase Order

19-09-2022 12:50:15 PM

Or 92030
16.09.22 3:00:43

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

| **Supplier Details** | | | |
|---|---|---|---|
| Shubham Enterprises | **Doc No** | 92030 | 170194 |
| 5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003 | **Doc Date** | 17-09-2022 | |
| | **Quote No** | NIL | |
| GSTIN 36AELFS6374J1ZC 6656-8151.. | **Quote Date** | 14-09-2022 | |
| 040-66318150/23468151 9849153774 | **SupplyType** | Supply | |

**Kind Attn : Viral.**

Purchase Order for the Supply of following Items.

| Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|
| 1 422000 - ELCD-Electrical - Conducting Pipe -PVC- - 25X1.5mm - Nos | 1,200.00 | 191.46 | 56.00 | 18.00 | 119,287.24 |
| 2 198000 - ELCD-Electrical - Conducting Bends -PVC- - 25X1.5mm - Nos | 1,500.00 | 18.76 | 56.00 | 18.00 | 14,610.29 |
| 3 917500 - ELCD-Electrical - Deep box -PVC- - 25mm - Nos | 720.00 | 81.36 | 56.00 | 18.00 | 30,414.32 |
| 4 272500 - ELCD-Electrical - Junction box -PVC- - 25mm - Nos | 600.00 | 59.02 | 56.00 | 18.00 | 18,385.91 |
| 5 889300 - ELCD-Electrical - Fan box -PVC- - 25mm - Nos | 150.00 | 22.50 | 0.00 | 18.00 | 3,982.50 |
| 6 898000 - ELCD-Electrical - Metal Box-- - 8Way - Nos | 40.00 | 138.00 | 55.00 | 18.00 | 2,931.12 |
| 7 564400 - ELCD-Electrical - Metal Box-- - 6Way - Nos | 240.00 | 94.00 | 55.00 | 18.00 | 11,979.36 |
| 8 803400 - ELCD-Electrical - Spring wire-- - 30mtrs bundle - Bundles | 10.00 | 380.00 | 0.00 | 18.00 | 4,484.00 |
| 9 320700 - ELCD-Electrical - Strip connectors-- - 12way - Nos | 200.00 | 25.00 | 0.00 | 18.00 | 5,900.00 |
| | | | **Total Order Value . . .** | | **211,974.74** |

Rupees : Two Lakh(s) Eleven Thousand Nine Hundred Seventy Four and Paise Seventy Four Only.

Terms and Conditions :-

| | |
|---|---|
| Specification / | All items shall be of sudhakar brand/company |
| Payment Terms | After Delivery & Production of bill |
| Tax | GST included in the above prices |
| Delivery Date | With in 4 days |
| Delivery Location | Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone 9618244433, Hemendra |
| Penality For Delay | Nil |
| Transportation | Transport cost shall be borne by us. |
| Warranty | Nil |

For Summit Sales LLP

Authorised Signatory

**PART DELIVERY DETAILS**

| S.no. | Bill No. | Bill Dt. | Amount |
|---|---|---|---|
| 1. | 2315 | 21/09 | 81,677 |
| 2. | 2278 | 19/09 | 1,11,386 |
| 3. | 2405 | 26/09 | 3,983 |
| 4. | 2610 | 12/10 | 14,910 |
| 5. | | | |

Name :

**For MDs APPROVAL**

- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification
- ☑ Replenishing SSLLP stock
- ☐ Other

APPROVED BY
17 SEP 2022
SOHAM MODI
MANAGING DIRECTOR

Accepted the above Terms And Conditions

For *Shubham Enterprises*

Date : __/__/____

# Purchase Order

 19-09-2022 12:50:15 PM Original / Office Copy / Purchase Div.Copy

| | |
|---|---|
| Advance Paid | NIL |
| Other Terms | We reserve the right to reject items not conforming to quality and specifications, above order is for stock replanish 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 invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.' |

For *Summit Sales LLP*

Authorised Signatory

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Date : __/__/____