PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	2/11/22	Prepared by	G.murali	Serial no.	
Supplier name	EMANDI ENTERPRISES			HO inward no.	
Firm/Company	Summit Sole LLP	Project	Summit Sole LLP	HO received date	
PO/WO date	3/10/22	PO/WO No.	92519	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	244	27/10/22	4319/-	☐ 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.:	113392	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:			4319/-
Amount E – PO / WO value:			4319/-
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	7/11/22		
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	G.murali				
Sign:	[signature]	[signature]			
Date	2/11/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED BY ... NOV 2022

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.

EMANDI ENTERPRISES

All types of Digital Inks Suppliers

Tax Invoice

To :
Summit Sales LLP
MG Road
Hyderabad
GSTIN : 36ACQFS2044C1Z7

Date : 27-10-2022
Invoice No: EE/22-23/244

S.NO	PARTICULARS	HSN CODE	SQFT	RATE	AMOUNT	SGST @9%	CGST @9%	T.AMOUNT
1	5mm Foam Board A1	39211900	3.00	1,220.00	3,660.00	329.40	329.40	4,318.80
			3		3,660.00	329.40	329.40	4,318.80
		Round off (+/-)						0.20
		Grand Total						4,319.00

Rupees in Words : Four thousand one hundred and nineteen rupees only.

Company's PAN NO: BBJPR6606L
Company's GST NO: 36BBJPR6606L1Z4

Declaration:

1 Goods once sold will not be taken back
2 Subject to **Telangana** jurisdiction only.

Company Bank Details:
EMANDI ENTERPRISES
AXIS BANK LTD
A/C : 912020057941860
IFSC CODE : UTIB0001455
MALKAJGIRI BRANCH, HYDERABAD

For Emandi Enterprises

Authorised Signatory

Plot No.179, H NO:29-1384/2/4/1, Road No.7, Deendayal Nagar, Neredmet, Malkajgiri, Hyd-56.
Email id's : emandienterprises@gmail.com, rahinidigitals@gmail.com, Cell : 9000753753.

Purchase Order

 03-10-2022 11:57:00

92519
03.10.22 5:34:55

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

Supplier Details			
Emandi Enterprises Plot no. 179, H.no. 29-1384/2/4/1, road no.7, Deendayal nagae Neeredmat, Mallkajgiri **GSTIN** 36BBJPR6606L1Z4 9000753753	**Doc No**	92519	167268
	Doc Date	03-10-2022	
	Quote No		
	Quote Date	03-10-2022	
	SupplyType	Supply	

Kind Attn : Mr.Hari

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	415000 - PROM-Promotions - Foam Board-- - A1-5mm - Nos *A1 foam board*	3.00	1,220.00	0.00	18.00	4,318.80
					Total Order Value . . .	**4,318.80**

Rupees : Four Thousand Three Hundred Eighteen and Paise Eighty Only.

Terms and Conditions :-

Specification / Brand	A1 foam board
Payment Terms	After delivery & production of bll
Tax	Inclusive of all taxes
Delivery Date	10-10-2022
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
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	10-10-2022
Measurment	Nil
Security	Nil
Remarks	Nil

For *Summit Sales LLP*
Authorised Signatory

Accepted the above Terms And Conditions
For *Emandi Enterprises*