PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	01/01/2023	Prepared by	MINISH	Serial no.	**12434**
Supplier name	Veerabhadra Enterprises.			HO inward no.	
Firm/Company	SSLLP.	Project	SHLLP.	HO received date	
PO/WO date	28/12/2022	PO/WO No.	95488.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	652	29/12/2022	17,745/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):		17,745/-	
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	115667.	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:			17,745/-
Amount E – PO / WO value:			17,405/-
Amount F – Difference (A – E):			340/-
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		09/01/2023	
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:		01 JAN 2023			
Date		MINISH PARIKH MANAGER PROCUREMENT			
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 No. 36AEMPG9276J1ZV

TAX INVOICE / CASH / CREDIT

Ph : 27810914
Cell : 7989596166

Veerabhadra Enterprises

Dealers in : Chemicals, Acids & General Goods

D. No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003. | Email : veerabhadra1930@gmail.com

Name : Summit Sales LLP
Address : DOL - 95480 - 170607
GSTIN No : 36ACQFS2044C1Z7
State : T-S State Code : 36

Invoice No. : 652
Invoice Date : 29/12/2022
DC No. :
State : Telangana State Code : 36

Transportation Mode : Vehicle Number : Date of Supply :

S. No	Description of Goods	HSN Code	Qty.	Rate	Taxable Value 5%	18%	12% - 0%
1)	Harpic 600 ml.		24 Bot	91/-		2184=00	
2)	Mopstic.		20 nos	100/-		2000=0	
3)	Phenyle.		20 Bot	35/-		700=0	
4)	Wheel. 500 gm.		30 pac	31/-		930=00	
5)	Vim Bar. ~~500~~		48 nos	25/-		1200=00	
6)	Lizol 1L.		24 Bot	161/-		3864=00	
7)	Colin 500 ml.		20 Bot	78/-		1560=00	
8)	Jalastic.		20 nos	100/-		2000=00	
9)	T/Brush.		10 nos	60/-		600=00	

INWARD
Inward No. 192-19 Dt: 30/12/22
GRN No: 115667 Dt: 31/12/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
IN WARD
No: 16247
Date: 1/1/23
Sign:
R.R. DIST.

Amount in words :

Total Amount before Tax	15038=00	
Add SGST	1353=42	
Add CGST	1353=42	
Add IGST		
Round Off	+0=16	
Total Amount after Tax	17745=0	
Total Tax Amount	GRAND TOTAL	17745=0

Bank Details :
A/c No. **303011023425**
Branch : **General Bazar, Secunderabad,**
IFSC Code : **KKBK0007450**
Main Branch : **Kotak Mahindra Bank**

Terms & Conditions :
- All Cheques Should be in Favour of M/s. Veerabhadra Enterprises, Hyderabad only
- Cheques Subject to realisation.
- Goods once sold will not be taken back.

Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

Purchase Order

 28-12-2022 11:02:05

95480
13.12.22 4:34:24

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

Supplier Details			
Veerabhadra Enterprises	**Doc No**	95480	170607
D.No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003.	**Doc Date**	28-12-2022	
	Quote No	Nil	
GSTIN 36AEMPG9276J1ZV	**Quote Date**	23-12-2022	
040 - 66338850 9246269111	**SupplyType**	Supply	

Kind Attn : Mr. Venkatesh.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	639400 - CONS-Consumables - Toilet cleaner--Harpic - 500ml - Nos	24.00	80.00	0.00	18.00	2,265.60
2	105600 - CONS-Consumables - Mopping stick holder-- - - - Nos	20.00	100.00	0.00	18.00	2,360.00
3	998900 - CONS-Consumables - Phinyl-- - 1 Ltr - Nos	20.00	35.00	0.00	18.00	826.00
4	974800 - CONS-Consumables - Detergent powder-- - 500gms - pkts	30.00	31.00	0.00	18.00	1,097.40
5	767300 - CONS-Consumables - Detergent --Vim - - - Nos	48.00	25.00	0.00	18.00	1,416.00
6	283000 - CONS-Consumables - Floor cleaner --Lizol - 1-lts - Nos	24.00	160.00	0.00	18.00	4,531.20
7	670300 - CONS-Consumables - Colin 500 ml-- - - - Nos	20.00	78.00	0.00	18.00	1,840.80
8	619600 - CONS-Consumables - Cobweb broom stick-- - - - Nos	20.00	100.00	0.00	18.00	2,360.00
9	462900 - CONS-Consumables - Cleaning Brush-- - - - Nos	10.00	60.00	0.00	18.00	708.00
				Total Order Value . . .		**17,405.00**

Rupees : Seventeen Thousand Four Hundred Five Only.

Terms and Conditions :-

Specification / After Delivery & Production of bill

Payment Terms Inclusive of all taxes

Tax Next Day.

Delivery Date Next Day.

Delivery Location Summit Housing LLP
Cherlapally,Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penality For Delay Nil

Transportation Transport cost shall be borne by us.

Warranty Nil

Advance Paid Nil

For ***Summit Sales LLP***

Authorised Signatory

Name : 28/12/2022

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name : ____________

Date : __/__/____

Purchase Order

Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Stock Repleneshing 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 deli vary /DC can be sent by email.

For ***Summit Sales LLP***

Authorised Signatory

Name : 28/12/2022

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP					
Site & Phase :	SHLLP	Date:	23.12.22			
Unit No./Block No.		Time:				
Supplier:						
Material required before date:		Req. No.	170607			
S No	Item	ID No.	82828			
		Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS6639-Consumables-Gunny bags----Bags	1000	21	1000		
2	CONS1509-Consumables-Toilet cleaner--Harpic-500ml-Nos	24	21	24		
3	CONS9989-Consumables-Mopping stick holder----Nos	20	3	20		
4	CONS7608-Consumables-Phenyl---1 Ltr-Nos	20	26	20		
5	CONS3861-Consumables-Detergent powder---500gms-Pkts	30	18	30		
6	CONS9748-Consumables-Detergent --Vim --Nos	48	0	48		
7	CONS5033-Consumables-Floor cleaner --Lizol-1 lts-Nos	24	6	24		
8	CONS8873-Consumables-Colin 500 ml----Nos	20	10	20		
9	CONS9057-Consumables-Cobweb broom stick----Nos	20	7	20		
10	CONS6615-Consumables-Cleaning Brush----Nos	10	5	10		
Remarks:	For Stock Replenishing purpose					
	Engineer					
Prepared By:	Asha jyothi	Project Manager		Purchase		MD
Approved By:	Minish					
Sign & Date:						

PO-95480

APPROVED BY

23 DEC 2022

SOHAM MODI
MANAGING DIRECTOR