PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	03/01/23	Prepared by	Ashajyothi	Serial no.	12590
Supplier name	Veerabhadra Enterprises			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	27/12/22	PO/WO No.	95478	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	653	29/12/22	18,074/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	18,074/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	115677	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:	18,074/-
Amount E – PO / WO value:	18,230/-
Amount F – Difference (A – E):	156/-
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	09/01/23
Remarks:	Part bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ashajyothi				
Sign:	Asha				
Date	03/01/23				
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.	Invoice No. : 653
Address : DOC - 95478 - 170606	Invoice Date : 29/10/2022
GSTIN No : 36ACQFS2044C1Z7	DC No. :
State : T-S State Code : 36	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)	Acid.		60 Bot	15/-		900=00	
2)	Air Fresh -		48 nos	70/-		3360=00	
3)	Soft Brooms.		50 nos	80/-			4000=00
4)	CO, CO, Brooms.		100 nos	15/-			1500=00
5)	Dettol Hand.		24 nos	79/-		1896=00	
6)	Dust Bin Small		10 nos	60/-		600=00	
7)	Dust Pan		10 nos	30/-		300=00	
8)	Volvo wiper.		20 nos	80/-		1600=00	
9)	Transport Bucket		10 no	200/-		2000=00	
	Total Amount before Tax					10656=00	
	Add SGST					959=04	
	Add CGST					959=04	
	Add IGST						
	Round Off					-0=08	
	Total Amount after Tax					12574=00	5500=00
	Total Tax Amount					GRAND TOTAL	18074=00

INWARD
Card No. 19218 Dt: 30/11/22
GRN No: 115677 Dt:
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST. IN WARD No: 1035?? Date: 3/11/22 Sign:

Amount in words :

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

95478
13.12.22 4:34:24

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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**	95478	170606
D.No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003.	**Doc Date**	27-12-2022	
	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	471700 - CONS-Consumables - Acid-- - 1Ltr - Nos	60.00	15.00	0.00	18.00	1,062.00
2	722700 - CONS-Consumables - Air Freshner-- - - - Nos	48.00	70.00	0.00	18.00	3,964.80
3	659600 - CONS-Consumables - Bombay Brooms Big -- - - - Nos	50.00	80.00	0.00	0.00	4,000.00
4	905700 - CONS-Consumables - Coconut Brooms-- - - - Nos	100.00	15.00	0.00	0.00	1,500.00
5	663900 - CONS-Consumables - Handwash liquid-- - - - Nos	24.00	79.00	0.00	18.00	2,237.28
6	724500 - CONS-Consumables - Dustbin-PVC- - - - Nos	10.00	60.00	0.00	18.00	708.00
7	931900 - CONS-Consumables - Dust Pan-PVC- - - - Nos	24.00	18.00	0.00	18.00	509.76
8	668900 - CONS-Consumables - Wiper-- - - - Nos	20.00	80.00	0.00	18.00	1,888.00
9	975200 - CONS-Consumables - PVC Bucket-- - - - Nos	10.00	200.00	0.00	18.00	2,360.00
				Total Order Value . . .		**18,229.84**

Rupees : Eighteen Thousand Two Hundred Twenty Nine and Paise Eighty Four 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

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	653	29/12/22	18,074/-
2.			
3.			
4.			
5.			

Bal :- 156/-

For *Summit Sales LLP*
Authorised Signatory

Name : 28/12/2022

Accepted the above Terms And Conditions
For *Veerabhadra Enterprises*

Name : ________

Date : __/__/____

Purchase Order

Original / Office Copy / Purchase Div.Copy

28-12-2022 11:02:05

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.

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Authorised Signatory

For ***Veerabhadra Enterprises***

Date : __/__/___

Requisition Form						
Company Name:	SSLLP	Date:	23.12.22			
Site & Phase :	SHLLP	Time:				
Unit No./Block No.						
Supplier:		Req. No.	170606			
Material required before date:		ID No.	82827			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS7227-Consumables-Acid---1Ltr-Nos	60	72	60		
2	CONS7495-Consumables-Air Freshner----Nos	48	0	48		
3	CONS6564-Consumables-Bombay Brooms Big ----Nos	50	64	50		
4	CONS9459-Consumables-Coconut Brooms----Nos	100	183	100		
5	CONS1624-Consumables-Handwash liquid----Nos	24	49	24		
6	CONS2101-Consumables-Dustbin-PVC---Nos	10	11	10		
7	CONS7245-Consumables-Dust Pan-PVC---Nos	24	23	24		
8	CONS7283-Consumables-Wiper----Nos	20	28	20		
9	CONS8566-Consumables-Bombay Brooms Small----Nos	200	385	200		
10	CONS3499-Consumables-PVC Bucket----Nos	10	30	10		
Remarks:	For Stock Replenishing purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Asha jyothi					
Approved By:	Minish					
Sign & Date:						

PO 95478

APPROVED BY
23 DEC 2022
SOHAM MODI
MANAGING DIRECTOR