PURCHASE DIVISION

Advice for approval for credit to supplier

E

Date:	01/01/2023	Prepared by	MINISH	Serial no.	12432
Supplier name	SVR Telecom Service's .			HO inward no.	
Firm/Company	SSLLP .	Project	SHLLP	HO received date	
PO/WO date	20/12/2022	PO/WO No.	95227	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	SI - 4131	27/12/2022	57,000/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	57,000/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 115663 -	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:	57,000/-
Amount E – PO / WO value:	57,000/-
Amount F – Difference (A – E):	-NIL-
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	100% Advance Paid .
Remarks:	

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

APPROVED

01 JAN 2023

MINISH PARIKH

MANAGER PROCUREMENT

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.

TAX-INVOICE

SVR TELECOM SERVICES

2-1-392/1/3/8, Tilaknagar, Nallakunta, Hyderabad – 500044
Phone No. 9848294384
GSTN:36ADIPV3204E1ZP

80.95227

Customer	**Summit Sales LLP**		
Address	5-4-187/3&4, 2nd Floor, M G Road, Secunderabad	Invoice No	SI-4131
GST NO	**36ACQFS2044C1Z7**	Invoice Date	27/12/2022

Sl. No	DESCRIPTION OF GOODS	HSN CODE	Rate	Qty. Units	Gross Amount	Amount
01	**REDMI 10 (4/64)**	85171300	9,500.00	06	8,050.85	48,305.10

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 103425
Date: 1/1/23
Sign:

Received the goods in good condition.	Total	48,305.10
	CGST 9%	4,347.45
Signature :	SGST 9%	4,347.45
Designation :	Amount	**57,000.00**

Terms & Conditions :

1. All Disputes are subject to Hyderabad Jurisdiction.
2. Warranty in respected any product shall be of the manufacturer in In accordance with their terms and conditions
3. Goods once sold will not be taken back or exchanged.

For : SVR TELECOM SERVICE

SVR TELECOM SERVICES
Shop No.2-1-392/1/3/8, Tilaknagar Road, Nallakunta, Hyderabad - 500 044.

Authorized Signatory

INWARD	
Inward No. 19216	Dt: 30/12/22
MRN No: 115663	Dt: 31/12/22
Received By:	Sign:
SUMMIT SALES LLP	

Purchase Order

 22-12-2022 12:44:47 Original / Office Copy / Purchase Div.Copy

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

Supplier Details			
SVR Telecom Services shop 2-1-392/1/3/8, Thilaknagar Road, Nallakunta, Hyderabad.	**Doc No**	95227	170585
	Doc Date	20-12-2022	
	Quote No	Nil	
GSTIN 36AD1PV3204E1ZP	**Quote Date**	20-12-2022	
8801121212 8801121212	**SupplyType**	Supply	

Kind Attn : V. Raghavendar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	725200 - COMP-Peripherals - Smart Phone-Android- - NA - NA *Redmi10*	6.00	8,050.85	0.00	18.00	57,000.02
					Total Order Value . . .	**57,000.02**

Rupees : Fifty Seven Thousand and Paise Two Only.

Terms and Conditions :-

Specification / Brand	Brand is Redmi10(4/64), 4GB RAM, 64GB, 50 MP Primary camera.
Payment Terms	100% Advance payment
Tax	Included in the above prices
Delivery Date	With in 3 days from the date of advance paid
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	One year
Advance Paid	Rs. 57,000-00, by RTGS/NEFT, Dated.........
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Damage is in suppliers account 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

Name : 24/12/2022

Accepted the above Terms And Conditions

For ***SVR Telecom Services***

Name : ____________

Date : __/__/____

Estimate/Draft PO

 20-12-2022 15:48:07

95227
13.12.22 4:23:05

Copy

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

Supplier Details			
SVR Telecom Services	**Doc No**	95227	170585
shop 2-1-392/1/3/8, Thilaknagar Road, Nallakunta, Hyderabad.	**Doc Date**	20-12-2022	
	Quote No	Nil	
GSTIN 36AD1PV3204E1ZP	**Quote Date**	20-12-2022	
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For MDs APPROVAL

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

APPROVED BY
21 DEC 2022
SOHAM MODI
MANAGING DIRECTOR

For *Summit Sales LLP*
Authorised Signatory
Name : 21/12/2022

Accepted the above Terms And Conditions
For *SVR Telecom Services*
Name :

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	20.12.22			
Site & Phase :	SHLLP	Time:				
Unit No./Block No.						
Supplier:		Req. No.	170585			
Material required before date:		ID No.	82638			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	COMP7995-Peripherals-Smart Phone-Android---Nos	6		6		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	For Stock Replenishing Purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Vanajakshi					
Approved By:	Minish					
Sign & Date:						

PO 95227

APPROVED
21 DEC 2022
MINISH PARIKH
MANAGER PROCUREMENT