

PURCHASE DIVISION
Advice for approval for credit to supplier

Date 12/11/23		Prepared by Salman		Serial no.	
Supplier name Sri Bhavani Digital				HO inward no.	
Firm/Company Somnath		Project SSLP		HO received date	
PO/WO date 10/11/23		PO/WO No. 96056		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	92	5/11/23	7,305/-	☒ 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.: 116181	Proof of delivery matches MRN	☐ Yes ☐ No
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Amount B –Other Credits : Transportation charges

Amount C –Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier: **7,305/-**

Amount E – PO / WO value: **7,305/-**

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 **16/11/23**

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Salman				
Sign:	12/11/23				
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.

Purchase Order

11-01-2023 13:23:04

Original



10.01.23 4:03:08

1 of 1

Company :

Summit Sales LLP

5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.

G S T No. : 36ACQF52044C127

Supplier Details			
Sri Bhavani Digitals 32-70/1, Bank Colony, Beside flyover bridge, Ramakrishna puram, Secunderabad-56 GSTIN - 040-27116677	040-27116677	Doc No	96056 167440
		Doc Date	11-01-2023
		Quote No	Nil
		Quote Date	11-01-2023
		SupplyType	Supply

Kind Attn : R. Mallesh

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	IGST	Amount
1 605200 - PROM-Promotions - Flex Printing Charges-300GSM-Blackout- - - - Sft 30 x 10 flex printing charges	1.00	3,150.00	0.00	12.00	3,528.00
2 605200 - PROM-Promotions - Flex Printing Charges-300GSM-Blackout- - - - Sft 25 x 2 flex printing charges	1.00	525.00	0.00	12.00	588.00
3 605200 - PROM-Promotions - Flex Printing Charges-300GSM-Blackout- - - - Sft 25 x 3 flex printing charges	1.00	788.00	0.00	12.00	882.56
4 605200 - PROM-Promotions - Flex Printing Charges-300GSM-Blackout- - - - Sft 1 x 4 flex printing charges	16.00	42.00	0.00	12.00	752.64
5 605200 - PROM-Promotions - Flex Printing Charges-300GSM-Blackout- - - - Sft 1.5 x 9 flex printing charges	3.00	337.60	0.00	12.00	1,134.34
6 605200 - PROM-Promotions - Flex Printing Charges-300GSM-Blackout- - - - Sft 1.5 x 1 flex printing charges	10.00	37.50	0.00	12.00	420.00
Total Order Value . . .					7,305.54
Rupees : Seven Thousand Three Hundred Five and Paise Fifty Four Only.					

Terms and Conditions :-

Specification / Brand Nampally Exhibition stall flex printing charges

Payment Terms After Delivery & Production of bill

Tax Inclusive of all taxes

Delivery Date 05-01-2023

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

Penalty 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 05-01-2023

Measurment Nil

Security Nil

Remarks Nil

For Summit Sales LLP

Authorised Signatory

Accepted the above Terms And Conditions

For Sri Bhavani Digitals

Name : _____

Name : _____

Date : ____/____/____

Contact :-